



AGENDA
**REGULAR JOINT MEETING OF THE CITY
COUNCIL OF THE CITY OF DUARTE, THE
DUARTE HOUSING AUTHORITY, AND THE
DUARTE COMMUNITY FACILITIES
FINANCING AUTHORITY**

TUESDAY, JUNE 11, 2024
7:00 PM

5:30 PM - CLOSED SESSION
CITY COUNCIL CHAMBERS,
1600 HUNTINGTON DRIVE,
DUARTE, CALIFORNIA 91010

MISSION STATEMENT

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future

VINH TRUONG, MAYOR
CESAR GARCIA, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
JODY SCHULZ, COUNCILMEMBER
TERA MARTIN DEL CAMPO, COUNCILMEMBER

City/Agency/Authority Staff:
Brian Villalobos, City Manager
Kristen Petersen, Assistant City Manager and Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Thai Viet Phan, City Attorney
Annette Juarez, City Clerk

ADA ACCESSIBILITY NOTICE: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager's office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice: Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice: Duarte City Council meetings are videotaped for later broadcast on DCTV. Attendance at the

meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

Members of the public may listen/view the City Council meeting broadcast on the City's website following each meeting. To access the meeting, log onto www.accessduarte.com then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

5:30 PM CLOSED SESSION - COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

A. [City Manager Written Comments](#)

2. ADOPTION OF THE AGENDA

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS - Any person wishing to speak on the Closed Session item may do so at this time. The opportunity to speak is on a first come, first served basis. Each person may speak for 3 minutes.

4. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL AND LABOR NEGOTIATOR - The Closed Session is authorized by the Government Code Sec. 54957.6. AGENCY NEGOTIATOR: Kristen Petersen, Assistant City Manager and Director of Administrative Services; Katy Suttorp, Burke Williams & Sorensen, LLP, Outside Legal Counsel. EMPLOYEE ORGANIZATION: SEIU Local 721 Management and Professional Employees and General Employee Units

PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957(b) Title: City Manager and City Attorney

7:00 PM OPEN SESSION - REGULAR MEETING - COUNCIL CHAMBERS

5. CALL TO ORDER AND ROLL CALL

6. PLEDGE TO THE FLAG

7. CITY ATTORNEY CLOSED SESSION REPORT

8. SPECIAL ITEMS

- A. Recognition - Ernest Jones Jr.
- B. [National Mosquito Awareness Week Proclamation](#)
- C. Community Development Department Update
- D. Parks and Recreation Department Update

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

10. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

11. CONSENT CALENDAR

- A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)
- B. Approve absence(s) of City Councilmember(s) from the City Council meeting
- C. [Approval of Minutes - May 28, 2024 Special Meeting and May 28, 2024 Regular Meeting \(CC/HA/FA\)](#)

Approve the minutes of May 28, 2024.

- D. [Approval of Warrants - June 11, 2024 \(CC/HA/FA\)](#)

Approve the warrants of June 11, 2024.

- E. [Receive and File the Community Development Department Update](#)

Receive and File the Community Development Department Update.

- F. [Receive and File the Parks and Recreation Department Update](#)

Receive and File the Parks and Recreation Department Update.

- G. [PSA with Lynne Dwyer Landscape Architect for Design Services for the Fish Canyon Falls Restoration Planning Project - Parking Lot & Trailhead](#)

Authorize the City Manager to execute the Professional Services Agreement with Lynne Dwyer Landscape Architect in the amount of \$26,000 for design services of the parking lot & trailhead for the Fish Canyon Falls Restoration Planning Project.

- H. [Real Estate Advisory Services Contract](#)

Authorize the City Manager to Sign a Professional Services Agreement with Lee & Associates for Real Estate Advisory Services for Fiscal Year 2024-2025.

- I. [Approval of City Council Expense Reimbursement](#)

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

13. PUBLIC HEARINGS - None

14. BUSINESS ITEMS

A. [Fiscal Year 2024/25 Budget Highlights](#)

Approve the 2024/25 Budget and Capital Improvement Plan.

B. [Adopt Resolution No. 24-06 of the City Council of the City of Duarte Approving a Five-Year Municipal Law Enforcement Services Agreement \(MLESA\) with the County of Los Angeles for Public Services Provided by the Los Angeles County Sheriff's Department and Authorizing the City Manager to Procure Services of the Los Angeles County Sheriff's Department Up to an Amount Authorized in the City's Operating Budget for the Period of July 1, 2024 through June 30, 2029](#)

Adopt Resolution No. 24-06 approving the 5-Year Agreement with the County of Los Angeles for the period of July 1, 2024, through June 30, 2029, and Authorize the Mayor to execute the 5-Year Agreement on behalf of the City.

C. [Cannabis Retail Dispensaries and Tax Ballot Measure](#)

Discuss and provide direction to City staff regarding whether to prepare a ballot measure allowing up to two retail cannabis dispensaries in the City and authorize a tax on gross receipts of up to 10%.

15. CONTINUATION OF ORAL COMMUNICATIONS

16. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY
MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS
ATTENDED PER GOVERNMENT CODE SECTION 53232.3

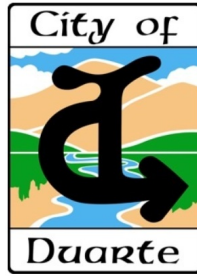
17. ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 5th day of June, 2024

Annette Juarez, MMC
City Clerk



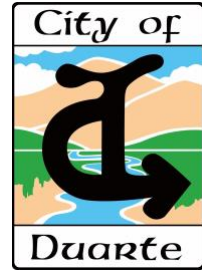
ITEM: 1.A

City Manager Written Comments

Recommended Action:

Attachments:

[1.A - C.M. Comments, June 11, 2024.pdf](#)



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: June 4, 2024
SUBJECT: Comments on Agenda Items, Meeting of June 11, 2024

ITEM 8.A. (Special Items). Recognition of Ernest Jones - The City of Duarte is recognizing Ernest Jones for his 30 years of service to the youth of Duarte through the Duarte Pop Warner League.

ITEM 8.B. (Special Items). National Mosquito Control Awareness Week Proclamation - The City of Duarte wishes to proclaim June 16-22, 2024, as National Mosquito Control Awareness Month. The goal of National Mosquito Control Awareness Week is to raise awareness about how anyone can help create healthier, bite-free neighborhoods. Additionally, it helps us kick-off mosquito season, ensuring residents know it's time to be proactive against mosquitoes and mosquito-transmitted diseases like West Nile virus.

ITEM 8.C. (Special Items). Community Development Department update - Community Development Director Hensley will provide an update for the council.

ITEM 8.D. (Special Items). Parks and Recreation Department update - Parks and Recreation Director Enriquez will provide an update for the council.

ITEM 11.E. (Consent Calendar). The Community Development Department has submitted the monthly report for June 2024 for review.

ITEM 11.F. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for June 2024 for review.

ITEM 11.G. (Consent Calendar). Professional Services Agreement with Lynne Dwyer Landscape Architect - For the design services of the Fish Canyon Falls parking lot and trailhead project. Lynne Dwyer Landscape Architect is committed to a holistic design approach that combines innovative design with sustainability and environmental protection. Their team has extensive experience working collaboratively with municipalities and non-profit organizations and specialize in projects along urban waterways. They have several successful projects along the San Gabriel River, Los Angeles River, Arroyo Seco, Tujunga Wash and Pacoima Wash, including the design and implementation of the Encanto Nature Walk and Bioswale in the City's own Encanto Park. The Services Agreement is for \$26,000 and Proposition 68 (CA Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018) grant funds will be used to cover the cost of services

ITEM 11.H. (Consent Calendar). Real Estate Advisory Services Contract with Lee and Associates - For the past three months, Staff has been working with Dan Bacani and Jodi Shoemake of Lee & Associates on developing an aggressive plan to encourage the development of Town Center North (formerly Big Lots Center) and Town Center South (Grocery Outlet Center). There has been positive progress in making contact with current property owners, potential future tenants and possible developers. The proposed contract with Lee & Associates is for a 12 month period and will allow current progress to continue. Mr. Bacani and Ms. Shoemake have excellent contacts in the industry and act as an extension of Staff in making contacts with property owners and potential tenants. In addition to this work, the contract also provides the City access to real estate related research information, real estate reports and consumer data that will help to market Duarte. The proposed contract has an \$80,000 not to exceed amount, so the fiscal impact may be up to that amount. Services are provided on an as needed basis.

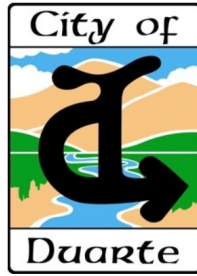
ITEM 11.H. (Consent Calendar). Approval of City Council Expense Reimbursement - Approval of Mayor Pro Tem Garcia's request for reimbursement of lunch for the Finance Department.

ITEM 14.A. (Business Items). Fiscal Year 2024/25 Annual Budget - The 2024/25 General Fund budget, as recommended, includes a deficit of \$2,551,400. This means that expenditures are expected to exceed revenues by that amount. The primary impact on the budget is the Council's direction at the CIP workshop (held on April 23, 2024) to allocate \$2 million in Special Projects General Funds towards the Huntington Drive Landscape Median project and the Council's action on May 14, 2024 to allocate \$500,000 towards the new Envision Ford Freeway sign. If this budget were approved as recommended, the Unassigned General Fund balance at year-end of 2024/25 would be \$21.67 million, which covers 82% of General Fund expenses. It should also be noted that based on the City Council's direction given at the Budget Workshop, the Teen Center outdoor boxing addition is included in the 2024/25 budget. Staff is gathering details and information on the other possible improvements to Duarte Park including the playground, dog park, parking lot and park building, so that a more detailed discussion of options and funding can be presented at an upcoming Council meeting.

ITEM 14.B. (Business Items). Resolution No. 24-06 - Approving the Five Year Municipal Law Enforcement Services Agreement - The current Municipal Law Enforcement Services Agreement (MLESA) between the City of Duarte and the County of Los Angeles is set to expire on June 30, 2024. In preparation, a new five-year agreement has been drafted for the City Council's review and approval, with the next term starting on July 1, 2024, and concluding on June 30, 2029. Over the past year, a subcommittee from the California Contract Cities Association (CCCA), consisting of City Managers, collaborated with the County and the Los Angeles Sheriff's Department (LASD) to negotiate and revise the MLESA. The proposed agreement includes revisions that were mutually agreed upon by the County and the CCCA subcommittee. While the County accepted some of the recommended subcommittee changes, there were a number of changes that were not accepted. Additionally, no agreement on changes to liability and indemnity language was reached prior to the renewal deadline. As was added as Section 5.4 to the MLESA, the subcommittee and County will continue discussions intended to revise liability and indemnity language to share in the financial exposure with the County instead of the current burden falling completely on the Liability Trust Fund, and by extension, the contract cities. While the subcommittee proposed changes to liability and indemnity language, the County desired additional time to discuss and consider changes. Consequently, the subcommittee will be continuing discussions on amending this language even after the MLESA is approved by the June 30, 2024 deadline, with the existing liability and indemnity language in place since the last MLESA. The County of Los Angeles and Contract Cities have agreed to enter into a Letter of Understanding to accept the Five Year MLESA and to continue discussions regarding the Liability Trust Fund.

ITEM 14.C. (Business Items). Cannabis and Tax Ballot Measure - At the May 28, 2024, regularly scheduled City Council meeting, staff was directed to return with ballot measure language regarding potential authorization of storefront retail cannabis dispensaries and tax limits. The City Attorney's Office conducted a review of various jurisdictions and their cannabis measures and has provided two (2) potential questions for City Council consideration. Both options would allow, but not require, the City Council to adopt an ordinance permitting storefront retail sales cannabis dispensaries in the City and to tax sales up to 10%. By allowing the City Council to adopt an ordinance after passage of the ballot measure, City staff will have more opportunity to collaborate and potentially engage with a consultant to establish a regulatory scheme that best fits the needs of the City and the City Council's direction. Additionally, these measures are general tax measures that only require majority approval by voters. If the City Council seeks to limit the ways in which the revenue generated by these measures are used, the City Council can state as such in the measure. Such a change would establish these measures as special tax measures, requiring two-thirds approval by voters. Draft Option 1 - Shall the City of Duarte adopt an ordinance to permit up to two (2) storefront retail sales cannabis dispensaries that taxes cannabis businesses up to 10% of gross receipts?

Option 1 would allow the City Council to permit only up to two (2) storefront retail dispensaries in the City. Thus, if the City Council would like to expand the number of stores in the future, a new ballot measure would be required. Draft Option 2 - Shall the City of Duarte adopt an ordinance that taxes cannabis businesses up to 10% of gross receipts? Option 2 does not limit the number of storefront retail dispensaries that may be allowed by the City Council. Therefore, the City has flexibility in determining how many dispensaries it may allow and can amend such permits, if necessary, in the future. Due to the deadlines set by state law and the Los Angeles County Registrar of Voters, City staff recommends that the City Council provide direction to City staff regarding whether to draft the necessary resolutions to place one of these measures (or other language) on the November 5, 2024, ballot so that City staff can return by no later than the June 25, 2024, meeting for City Council adoption. It should be noted that whether or not the City Council places a cannabis measure on the November 2024 general election ballot, the initiative proponents may return with their own initiative in the future. If they receive enough signatures to mandate an election, the election would take place at the next general election not less than 88 days after the City Council's call for an election, which may not be until November 2025.



ITEM: 8.B

National Mosquito Awareness Week Proclamation

Recommended Action:

Attachments:

[8.B - National Mosquito Awareness Week Proclamation.pdf](#)



PROCLAMATION

NATIONAL MOSQUITO AWARENESS WEEK

WHEREAS, the mosquito is considered the world's deadliest creature, infecting and killing more than one million people each year by spreading pathogens to people when they bite; and

WHEREAS, the Los Angeles County Department of Public Health concluded San Gabriel Valley communities accounted for 41% of LA County's West Nile virus human cases in 2023; and

WHEREAS, the threat of invasive Aedes mosquitoes in our community increases the risk of a local outbreak of dengue fever, Zika, yellow fever, and chikungunya; and

WHEREAS, the City of Duarte, in cooperation with the San Gabriel Valley Mosquito & Vector Control District, has been involved in protecting public health from mosquito-borne illnesses; and

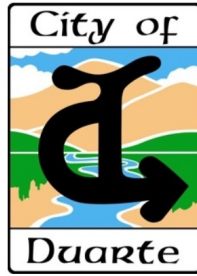
NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims the week of June 16 through June 22, 2024 as National Mosquito Awareness Week in the City of Duarte.

Vinh Truong, Mayor

ATTEST:

Annette Juarez, City Clerk





ITEM: 11.C

Approval of Minutes - May 28, 2024 Special Meeting and May 28, 2024 Regular Meeting (CC/HA/FA)

Recommended Action:

Approve the minutes of May 28, 2024.

Attachments:

[11.C - Special Meeting Minutes May 28, 2024.pdf](#)

[11.C - Minutes May 28, 2024.pdf](#)

CITY OF DUARTE

**MINUTES OF THE SPECIAL JOINT MEETING OF THE
CITY COUNCIL OF THE CITY OF DUARTE AND THE
DUARTE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

TUESDAY, MAY 28, 2024 – 5:00 PM

1. CALL TO ORDER

Mayor Truong called the Special Meeting to order at 5:14 p.m.

Duarte Unified School Board President Finlay called the meeting to order at 5:15 p.m.

2. PLEDGE TO THE FLAG

The flag salute was led by MAD Town Council Member Schmidt.

3. ROLL CALL:

Councilmembers Present: Finlay, Lewis, Martin Del Campo, Garcia (arrived at 5:45 p.m.),
Truong

Councilmembers Absent: Kang, Schulz

Staff Present: Brian Villalobos, City Manager
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk
Salina Bautista, Permit Technician

Board Members Present: Ken Bell, Ceci Carroll, Dr. James Finlay, Rosa Holgiun

Board Members Absent: Reyna Diaz

Staff Present: Dr. Gordon Amerson, Superintendent
Dr. Nadia Hillman, Assistant Superintendent of Educational
Services
Tiffany Bell, Assistant Superintendent Business Services
Mercedes Ruiz, Administrative Assistant to the Superintendent

MAD Town Council Members Present: John Griffin, Joan Schmidt, Linda Sells, Michelle
Wright

MAD Town Council Members Absent: Dave Hall, Alex Kaminski

4. ADOPTION OF THE AGENDA

A. City Council

Moved by Councilmember Finlay, seconded by Mayor Pro Tem, and carried by the following
vote of the Council to adopt the agenda and adjourn in memory of Yvonne Bullock.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG

NOES: NONE

ABSTAIN: NONE

ABSENT: KANG, SCHULZ

B. School Board

The agenda was unanimously adopted as written by the members of the Duarte Unified School
Board.

5. PUBLIC COMMUNICATION -

None.

6. AGENDA ITEMS

1. DUSD Summer School Enrichment Programs

Superintendent Dr. Amerson expressed appreciation for the partnership between the City of Duarte and the Duarte Unified School District and stated that he will be discussing both items on the agenda in a combined presentation. Dr. Amerson gave an overview of the summer school programs and its success. Dr. Hillman shared information on funding sources and enrollment rates. Further information and data were provided in regard to program logistics.

Project Developments

Dr. Amerson reviewed the recent and upcoming district project developments which include the tennis court upgrades, the Duarte High School gymnasium, the preschool program relocation to Beardslee Dual Language, the MIT High School relocation to Duarte High School, and the Andres Duarte Community Development project. Discussion ensued regarding progress on the scope of work and project completion timelines.

Conversation was had regarding the future plans and development details for the Andres Duarte school site. Dr. Amerson shared the decision-making process behind the expected property use; reviewed data regarding the transition process; and highlighted the project specifications.

Following questions posed by the City Council, Dr. Amerson gave an overview of the athletic programs; received feedback on how to improve student participation; and discussed ideas to increase support of students pursuing athletic careers.

There was discussion in regard to collaborating so as to increase civic engagement within youth; and ideas were exchanged relating to fostering and incentivizing student participation in MAD Town Council meetings and other events.

1. Project Developments

City Manager Villalobos thanked Superintendent Gordon for his time serving as superintendent and wished him luck in his future endeavors.

Community Development Director Hensley shared that he is looking forward to working with the school district and contractor for the Andres Duarte Development project; provided an update on the recently completed housing developments within the City; shared the plans for future developments; and reported on the upcoming developments that are currently in plan check.

Discussion occurred regarding affordability within new housing developments.

7. ITEMS FROM CITY COUNCIL/SCHOOL BOARD/TOWN COUNCIL

Town Council Member Schmidt expressed gratitude for being included in the joint meeting; voiced her support of the summer programs; introduced the new members of the Town Council; shared her experience at a recent community event hosted by Supervisor Barger; and invited the community to attend their meetings.

Councilmember Finlay shared that Dr. Amerson will be missed and thanked him for his work.

Mayor Pro Tem Garcia thanked everyone for collaboration and attendance; and recognized the distinguished honor roll students that graduated.

Per questions posed by the City Council, Dr. Amerson clarified the District policy relating to naming district property posthumously.

Mayor Pro Tem Garcia thanked Dr. Amerson; congratulated him for his achievements; and wished him luck.

Mayor Truong thanked everyone for attending.

Town Council Member Schmidt commended CSArts for their recent performance at Supervisor Barger’s community meeting.

Councilmember Martin Del Campo left the meeting at 6:33 p.m.

8. ADJOURNMENT

A. City Council - To Regular Meeting, May 28, 2024.

There being no further business to discuss, the special joint meeting adjourned at 6:39 p.m. in honor of Yvonne Bullock and Terrence Williams.

B. School Board

There being no further business to discuss, the special joint meeting adjourned at 6:39 p.m. in honor of Yvonne Bullock and Terrence Williams.

Vinh Truong, Mayor

Annette Juarez, City Clerk

CITY OF DUARTE

**MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL,
THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY
FACILITIES FINANCING AUTHORITY**

**TUESDAY, MAY 28, 2024
6:30 PM – Closed Session
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Truong called the meeting to order at 6:30 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Lewis, Schulz, Martin del Campo, Garcia, Truong
Councilmembers Absent: Kang, Schulz
Staff Present: Brian Villalobos, City Manager
Katy Suttorp, Outside Legal Counsel
Kristen Petersen, Assistant City Manager / Director of
Administrative Services
Annette Juarez, City Clerk

2. ADOPTION OF THE AGENDA

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to adopt the agenda.

AYES: FINLAY, LEWIS, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ, MARTIN DEL CAMPO

3. PUBLIC COMMENT – CLOSED SESSION ITEMS

None.

4. CLOSED SESSION

The City Council recessed into closed session at 6:44 p.m. to discuss the following:

CONFERENCE WITH LEGAL COUNSEL AND LABOR NEGOTIATOR - The Closed Session is authorized by the Government Code Sec. 54957.6.

AGENCY NEGOTIATOR: Kristen Petersen, Assistant City Manager and Director of Administrative Services; Katy Suttorp, Burke Williams & Sorensen, LLP, Outside Legal Counsel.

EMPLOYEE ORGANIZATION: SEIU Local 721 Management and Professional Employees and General Employee Units.

REGULAR SESSION

5. CALL TO ORDER

Mayor Truong called the open session to order at 7:14 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Lewis, Garcia, Truong
Councilmembers Absent: Kang, Schulz, Martin Del Campo
Staff Present: Brian Villalobos, City Manager
Thai Viet Phan, City Attorney
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation

Annette Juarez, City Clerk
Angela Chiaromonte, Financial Services Manager
Andres Rangel, Assistant to the City Manager
Albert Nunez, Management Aide
Salina, Bautista, Permit Technician

6. PLEDGE TO THE FLAG

The flag salute was led by Liz Reilly.

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. SPECIAL ITEMS

A. Mayor’s Youth Council Update

President Hope Peoples and Vice President Diya Patel gave an update on recent and upcoming Mayor’s Youth Council events.

The City Council thanked both representatives for their collaborative efforts with DART and CSArts students; congratulated Vice President Patel for graduating as valedictorian and wished her luck on her future endeavors.

B. Public Safety Department Update

Director of Public Safety Breceda provided a department update on part 1 crimes; gave information on catalytic converter thefts, detailed the work being done by the Homeless Outreach Team; summarized the latest news in regards to the Neighborhood Watch program; shared success stories as a result of homeless outreach coordination efforts; and highlighted the recent staff bike training.

Discussion ensued regarding the neighborhood watch block captains and national night out event details.

There was conversation regarding residential safety and staying vigilant. Director Breceda was thanked for his excellent work.

The City Council stated that per an inquiry made during public comment at the May 14, 2024 council meeting, it was confirmed that California American Water representatives were not reaching out to residents in regards to contaminated water. Discussion was had regarding safety measures that can be taken by residents.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

City Clerk Juarez announced upcoming city events.

Mayor Pro Tem Garcia announced the upcoming annual Duarte Boxing Golf Fundraiser.

10. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Lisa Brault, representative from the office of Senator Anthony Portantino introduced herself to the City Council.

11. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/FA).
- B. Approval of absence(s) of City Councilmember(s) from the City Council meeting.

- C. Approval of Minutes – May 14, 2024. (CC/HA/FA)
- D. Approval of Warrants – May 28, 2024. (CC/HA/FA)
- E. Receive and file the Monthly Financial Update.
- F. Receive and file the Public Safety Department Update.
- G. Adopt by title only, Resolution 24-05, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.

Moved by Councilmember Finlay seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to approve Items 11A-11G of the Consent Calendar.

AYES: FINLAY, LEWIS, GARCIA, TRUONG
 NOES: NONE
 ABSTAIN: NONE
 ABSENT: KANG, SCHULZ, MARTIN DEL CAMPO

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

13. PUBLIC HEARINGS

None.

14. BUSINESS ITEMS

- A. Request from Duarte Historical Society & Museum for the City of Duarte to co-sponsor Route 66 Room Exhibit Dedication Ceremony

Director of Parks and Recreation Enriquez introduced Liz Reilly, President of the Duarte Historical Society who presented a co-sponsorship request on behalf of the Board of Director. Reilly provided a brief history of the organization and the museum itself; highlighted the renovations made to the Route 66 room; and detailed her proposal requests.

In response to a question posed by the City Council, clarification was made on the specific renovation area and the sponsorship amount.

Moved by Councilmember Finlay seconded by Councilmember Lewis, and carried by the following vote of the Council to co-sponsor the Route 66 Exhibit Dedication Ceremony.

AYES: FINLAY, LEWIS, GARCIA, TRUONG
 NOES: NONE
 ABSTAIN: NONE
 ABSENT: KANG, SCHULZ, MARTIN DEL CAMPO

- B. Presentation of Draft Construction Plans for Huntington Drive median upgrade project

Director of Community Development Hensley provided an overview of the next steps of the project and introduced Ana Armstrong and Richard Walker.

Armstrong and Walker shared the design concepts; summarized the goals of the project; identified the final plant selections; reviewed the construction plans; and identified the scope of work.

Discussion occurred between the City Council and Armstrong and Walker regarding landscape requests, plant specifications, and suggested timeline.

Moved by Councilmember Finlay seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to authorize staff to move forward with the formal construction bid process.

AYES: FINLAY, LEWIS, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ, MARTIN DEL CAMPO,

C. Cannabis Retail Dispensaries and Tax Ballot Measure

City Attorney Phan provided a report on two options for discussion relating to a potential cannabis ballot measure.

Public Comment

Damian Martin expressed support for staff's recommended options and commended City staff for their hard work.

In response to questions raised by the City Council, City Attorney Phan clarified the ballot language; described the ordinance and regulatory process that could occur if voters approve the measure and further distinguished between the two options.

Clarification was made by City Attorney Phan stating that discretion always lies with the City Council if it is approved by the voters. Discussion ensued regarding the amount of taxing that can be done, possible timeline for future elections and clarification on what next steps are.

The City Council expressed concern with making a decision with the lack of attendance by their fellow Councilmembers and concurred that tabling the item would be best.

Moved by Councilmember Finlay seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to bring back the presentation and staff report for discussion to the next City Council meeting.

AYES: FINLAY, LEWIS, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ, MARTIN DEL CAMPO,

15. CONTINUATION OF ORAL COMMUNICATIONS

None.

16. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

Director of Public Safety Breceda reported he attended the California Contract Cities Conference for the first time.

City Manager Villalobos also reported he attended the California Contract Cities Conference.

Councilmember Finlay reported she attended the California Contract Cities Conference as well and congratulated the graduating high school class of 2024 for their scholarship achievements.

Councilmember Lewis shared he recently attended a veteran's memorial and thanked U.S.A. Track and Field for an invitation to the Olympic qualifiers.

Councilmember Finlay left the meeting at 8:49 p.m.

Mayor Pro Tem Garcia thanked everyone who donated to scholarships; shared about his graduation from the W.E.L.L. program; congratulated Mayor Truong for a great speech at the MIT graduation ceremony; and also congratulated the graduating class of 2024.

Mayor Truong shared a snippet of his speech given at MIT graduation; reported he along with Director Hensley attended the ICSC conference; thanked everyone for attending; and adjourned the meeting in honor of Councilmember Del Campo’s friend, Greg Prodigalidad.

17. ADJOURNMENT

At 8:55 p.m., the City Council adjourned the meeting in honor of Greg Prodigalidad.

Vinh Truong, Mayor

Annette Juarez, City Clerk



ITEM: 11.D

Approval of Warrants - June 11, 2024 (CC/HA/FA)

Recommended Action:

Approve the warrants of June 11, 2024.

Attachments:

[11.D - CC Warrant Register by Vendor 6-11-24.pdf](#)

[11.D - CC Warrant Register by Account 6-11-24.pdf](#)



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Brisas Street Sweeping 5/2024	207033		61.00
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Posadas Street Sweeping 5/2024	207034		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	City Hall HVAC Repair	20544376		4,260.13
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					4,260.13
Vendor: 6556 - ALEXANDRA MEJIA					
100-1205-7779	ALEXANDRA MEJIA	DART Scholarship	5212024	201331-PS Youth Programs	400.00
Vendor 6556 - ALEXANDRA MEJIA Total:					400.00
Vendor: 6609 - ANDY BOCANEGRA					
100-1205-7779	ANDY BOCANEGRA	DART Scholarship	5212024	201331-PS Youth Programs	50.00
Vendor 6609 - ANDY BOCANEGRA Total:					50.00
Vendor: 4459 - ANIMAL CARE EQUIPMENT & SERVICE LLC					
100-1205-7780	ANIMAL CARE EQUIPMENT & ...	Animal Control Equipment	119900		366.88
Vendor 4459 - ANIMAL CARE EQUIPMENT & SERVICE LLC Total:					366.88
Vendor: 6156 - ANNA PEREZ					
100-1205-7779	ANNA PEREZ	DART Scholarship	5212024	201331-PS Youth Programs	400.00
Vendor 6156 - ANNA PEREZ Total:					400.00
Vendor: T4814 - ANNE MAIRE VIRAMONTES					
100-2120	ANNE MAIRE VIRAMONTES	ROP Bldg Rent Deposit Refund 5/25/2024	R103675		150.00
100-4404	ANNE MAIRE VIRAMONTES	Staff Late 5/25/2024	R103675		35.00
Vendor T4814 - ANNE MAIRE VIRAMONTES Total:					185.00
Vendor: 6611 - ARIANA GARAY					
100-1205-7779	ARIANA GARAY	DART Scholarship	5212024	201331-PS Youth Programs	50.00
Vendor 6611 - ARIANA GARAY Total:					50.00
Vendor: 6429 - ARK INTERNATIONAL INC					
100-1605-7736	ARK INTERNATIONAL INC	Instructor Fee-Vocal Class 4/23/24 - 5/14/24	10584		182.00
Vendor 6429 - ARK INTERNATIONAL INC Total:					182.00
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-2121	ARMSTRONG & WALKER LAN...	COH/DOC Prjct Landscape/Inspect Support	R103104	202123-COH-PassThru Dep-D...	1,900.00
100-1405-7965	ARMSTRONG & WALKER LAN...	Hunt Dr Median Landscape Design 3/1/24 - 5/15/24	#4	202416-Prof Svcs-Huntington ...	17,985.00
Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:					19,885.00
Vendor: 5805 - BAY ALARM COMPANY					
100-1020-7713	BAY ALARM COMPANY	Museum Fire Monitor 6/01/2024 - 8/31/2024	21404075		246.63
100-1020-7713	BAY ALARM COMPANY	Museum Burglary Monitor 6/01/2024 - 8/31/2024	21417629		189.00
Vendor 5805 - BAY ALARM COMPANY Total:					435.63
Vendor: 6608 - BRYAN ARIIZUMI					
100-1205-7610	BRYAN ARIIZUMI	CESA Conference Hotel Reimbursement	450199 A		871.00
Vendor 6608 - BRYAN ARIIZUMI Total:					871.00

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7980	BUCKNAM INFRASTRUCTURE ...	GIS Services 4/2024	352-07.04		300.00
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					300.00
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 4/2024	320868		6,578.96
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					6,578.96
Vendor: 3580 - CABRERA'S DUARTE					
100-1605-7735	CABRERA'S DUARTE	TC Summer Kickoff BBQ Food	5/14/2024		744.19
Vendor 3580 - CABRERA'S DUARTE Total:					744.19
Vendor: 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION					
100-1205-7780	CALIFORNIA ANIMAL WELFARE...	Juan Oseguera Training Workshop 5/24/24	200005684		25.00
Vendor 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION Total:					25.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Lease 6/01/2024 - 6/30/2024	32693727		1,733.79
100-1825-7631	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Maint 4/01/2024 - 4/30/2024	32693727		619.27
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,353.06
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1020-7716	CARLOS FELIPE PEREZ	Summer Kick Off DJ 6/20/24	6/20/2024		625.00
Vendor 6357 - CARLOS FELIPE PEREZ Total:					625.00
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	6/2024		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	6/2024		75.00
Vendor 6340 - CESAR A GARCIA Total:					75.00
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports LAS Trophies	1228075		98.12
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Soccer Jerseys	1228468-IN		479.47
Vendor 5792 - CHALLENGER TEAMWEAR Total:					577.59
Vendor: 6381 - CHRISTOPHER H CHUC					
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Spring 24 Ballroom & Latin Dance	2403		302.40
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Spring 2024 Line Dance	2404		504.00
Vendor 6381 - CHRISTOPHER H CHUC Total:					806.40
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4192567561		35.14
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4192567561		45.52
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4193148276		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4193148276		9.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4193894550		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4193894550		9.31
Vendor 5140 - CINTAS CORPORATION #693 Total:					150.66
Vendor: 0890 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH					
100-1610-7652	COUNTY OF LOS ANGELES DE...	FC Pool Health Permit (AR0141237)	IN1349135		1,020.00
Vendor 0890 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH Total:					1,020.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 4/2024	24050606634		857.48
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					857.48

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7980	COUNTY OF LOS ANGELES DE...	FY24 Sewer Service Charge	IN240000855		1,843.25
Vendor 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,843.25
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1610-7616	CURO MANAGED PRINT PRO...	New Staff Name Badges	7816		59.81
100-1020-7719	CURO MANAGED PRINT PRO...	Volunteer Recognition Brunch Tags	7826		19.29
100-1605-7636	CURO MANAGED PRINT PRO...	Uniform Name Tags	7850		34.18
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					113.28
Vendor: T4813 - DANA NUBER					
100-4815	DANA NUBER	Summer Day Camp Refund S6 (Jack Nuber)	2001858.002		145.00
100-4815	DANA NUBER	Summer Day Camp Refund S8 (Jack Nuber)	2001858.002		145.00
100-4815	DANA NUBER	Summer Day Camp Refund S7 (Jack Nuber)	2001859.002		145.00
Vendor T4813 - DANA NUBER Total:					435.00
Vendor: 6607 - DAVID ARECHIGA					
100-1605-7729	DAVID ARECHIGA	Summer Kick-of...	6/20/2024		2,500.00
Vendor 6607 - DAVID ARECHIGA Total:					2,500.00
Vendor: 6613 - DIYA PATEL					
100-1205-7779	DIYA PATEL	DART Scholarship	5202024	201331-PS Youth Programs	150.00
Vendor 6613 - DIYA PATEL Total:					150.00
Vendor: 5071 - DUHOP INC					
100-1020-7719	DUHOP INC	Volunteer Brunch 10 Additional Meals	976203		219.00
Vendor 5071 - DUHOP INC Total:					219.00
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	6/2024		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: 6460 - ELIJAH ROY MORALES					
100-1205-7779	ELIJAH ROY MORALES	DUSD Tutoring Program	April/May 2024	202418-FY23-26-Exp-Tutors,S...	900.00
Vendor 6460 - ELIJAH ROY MORALES Total:					900.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	8-509-98038		47.91
Vendor 0087 - FEDEX Total:					47.91
Vendor: 6614 - FINIAN REDMOND					
100-1205-7779	FINIAN REDMOND	DART Scholarship	5212024	201331-PS Youth Programs	50.00
Vendor 6614 - FINIAN REDMOND Total:					50.00
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	151142		483.02
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	151045		705.59
Vendor 4690 - FULLER ENGINEERING INC Total:					1,188.61
Vendor: 5398 - GLOBALSTAR USA					
100-1205-7655	GLOBALSTAR USA	SAT Phone Service 5/01/2024 - 4/30/2025	70509491		2,101.14
Vendor 5398 - GLOBALSTAR USA Total:					2,101.14
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Business Cards	12273		229.76
Vendor 5340 - GRAND PRINTING INC Total:					229.76
Vendor: 6002 - HEULYN REGINA DUMAS-JOHNSON					
100-1605-7733	HEULYN REGINA DUMAS-JOH...	Senior Ctr Sewing Class 6/2024	SC-06/2024		320.00
100-1605-7736	HEULYN REGINA DUMAS-JOH...	Instructor Fee-Spring 2024 Sewing Class	Spring 0424		1,092.00
Vendor 6002 - HEULYN REGINA DUMAS-JOHNSON Total:					1,412.00

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES					
100-1010-7965	HINDERLITER, DE LLAMAS & A...	Cannabis Supplemental Report	SIN038572		14,325.00
Vendor 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES Total:					14,325.00
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	Royal Oaks Cart Repair	4524484		105.53
100-1610-7618	HOME DEPOT CREDIT SERVICES	TC Pest Control Supplies	0611438		141.99
100-1610-7618	HOME DEPOT CREDIT SERVICES	Otis Gordon Park Repairs	5534230		88.29
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	3461720		104.14
100-1605-7741	HOME DEPOT CREDIT SERVICES	Propane Tank Refill/Exchange	3523499		24.23
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	3663996		56.49
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	2643380		109.15
100-1205-7614	HOME DEPOT CREDIT SERVICES	Wall Anchors	4152567		12.68
100-1610-7618	HOME DEPOT CREDIT SERVICES	Paint/Shop Supplies	9540265		138.10
100-1020-7713	HOME DEPOT CREDIT SERVICES	Museum Repairs	8604589		63.32
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Stepladder/Tool Supplies	3541497		179.26
100-1610-7618	HOME DEPOT CREDIT SERVICES	Blower Oil/Weed Eater String/Work Lights	2520026		128.49
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC/CH/SC Repairs	7014567		100.83
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					1,252.50
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 6/2024	985672		1,773.47
Vendor 6309 - INX BUILDING MAINTENANCE Total:					1,773.47
Vendor: 6467 - ISELA ESTRADA					
100-1205-7779	ISELA ESTRADA	DART Scholarship	5212024	201331-PS Youth Programs	250.00
Vendor 6467 - ISELA ESTRADA Total:					250.00
Vendor: T4815 - ISHAI GRIMBERG					
100-2126	ISHAI GRIMBERG	Const/Demo Deposit Refund (Pmt #2023-515)	R102127		500.00
Vendor T4815 - ISHAI GRIMBERG Total:					500.00
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	6/2024		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: 6398 - JACQUELINE HASTY					
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sticker Making Class	DPSpring-2024		84.00
Vendor 6398 - JACQUELINE HASTY Total:					84.00
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1805-7980	JAG ENDEAVORS LLC	Payroll Technician Polo Shirt	1557		34.89
Vendor 6031 - JAG ENDEAVORS LLC Total:					34.89
Vendor: 1625 - JASON GOLDING					
100-1405-7610	JASON GOLDING	ICSC Conference Expense Reimbursement	5/19/24-5/21/24		744.63
Vendor 1625 - JASON GOLDING Total:					744.63
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	6/2024		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 6204 - JODY ERRANDI SCHULZ					
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	6/2024		75.00
Vendor 6204 - JODY ERRANDI SCHULZ Total:					75.00
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	6/2024		435.00
Vendor 0086 - JOHN FASANA Total:					435.00

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0439 - KENNETH L ROGERS					
100-1610-7652	KENNETH L ROGERS	Fitness Ctr Carpet Cleaning	15493		350.00
Vendor 0439 - KENNETH L ROGERS Total:					350.00
Vendor: T4714 - KRYSTAL SMITH					
100-2120	KRYSTAL SMITH	TC Rent Deposit Refund 5/18/2024	R103149		300.00
Vendor T4714 - KRYSTAL SMITH Total:					300.00
Vendor: 6428 - KYLE KOLLER					
100-1605-7729	KYLE KOLLER	Summer Kick-off Sound	6/20/2024		3,200.00
Vendor 6428 - KYLE KOLLER Total:					3,200.00
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY24 Federal Grant Administration 3/2024	8182		58.50
Vendor 5438 - LDM ASSOCIATES INC Total:					58.50
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	6/2024		435.00
Vendor 5060 - LINDA HENDERSON Total:					435.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7784	LOS ANGELES COUNTY SHERIF...	Prisoner Maintenance 2/2024	242606VL		176.51
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Special Event Patrol 4/2024	243094MR		283.73
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 4/2024	243058EC		432,214.66
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					432,674.90
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 6/2024	1735-huntplaz-0624		1,750.00
Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:					1,750.00
Vendor: 6612 - LUISA MATA					
100-1205-7779	LUISA MATA	DART Scholarship	5202024	201331-PS Youth Programs	250.00
Vendor 6612 - LUISA MATA Total:					250.00
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	6/2024		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: T4812 - MARITZA ACOSTA					
100-2120	MARITZA ACOSTA	SC Rent Deposit Refund 5/25/2024	R103678		500.00
Vendor T4812 - MARITZA ACOSTA Total:					500.00
Vendor: 6594 - MATTHEW GUARJARDO					
100-1205-7779	MATTHEW GUARJARDO	DUSD Tutoring Program	April/May 2024	202418-FY23-26-Exp-Tutors,S...	1,050.00
Vendor 6594 - MATTHEW GUARJARDO Total:					1,050.00
Vendor: 4286 - MAXTREME INC					
100-1815-8011	MAXTREME INC	Replace (2) Laptops	13738		1,996.69
Vendor 4286 - MAXTREME INC Total:					1,996.69
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	6/2024		435.00
Vendor 1042 - MICHAEL TARR Total:					435.00
Vendor: 6529 - MONRO INC					
100-1205-7760	MONRO INC	Car Battery & Tire Replacement fo...	420413	202420-Outreach-Homeless S...	490.93
Vendor 6529 - MONRO INC Total:					490.93
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-2121	MOORE IACOFANO GOLTSMAN...	Westminster Gardens Specific Plan 4/2024 (R101010)	0086284	202417-dep-Westminister Ga...	17,041.50
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					17,041.50

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Public Safety Lease	6/2024		13,854.83
				Vendor 2461 - MVP, LLC Total:	13,854.83
Vendor: 6599 - NADIA MORA					
100-1020-7719	NADIA MORA	Volunteer Brunch Equipment	924946		740.00
				Vendor 6599 - NADIA MORA Total:	740.00
Vendor: 6339 - NASHITA ABBAS					
100-1205-7779	NASHITA ABBAS	DART Scholarship	5212024	201331-PS Youth Programs	300.00
				Vendor 6339 - NASHITA ABBAS Total:	300.00
Vendor: T3853 - NEIL FURUKAWA					
100-4201	NEIL FURUKAWA	Electrical Permit (Service Panel) Refund #2023-559	R103693		105.40
				Vendor T3853 - NEIL FURUKAWA Total:	105.40
Vendor: 6355 - PACIFIC SKATE SCHOOL LLC					
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Instructor Fee-Spring 2024 Skateboard Class	5282024		569.63
				Vendor 6355 - PACIFIC SKATE SCHOOL LLC Total:	569.63
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	6/2024		76.92
				Vendor 1197 - PAMELA ROMERO Total:	76.92
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 5/21/2024	574601		68.00
				Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:	68.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 4/2024	1667120		191.22
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 5/2024	1676618		191.22
				Vendor 2466 - POST ALARM SYSTEMS Total:	382.44
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation 2/2024	123268		1,980.00
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 4/2024	123396		5,062.50
				Vendor 6372 - R3 CONSULTING GROUP Total:	7,042.50
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	6/2024		75.00
				Vendor 5263 - SAMUEL KANG Total:	75.00
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Janitorial Supplies	061071-01		253.32
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Janitorial Supplies	063201		764.44
				Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:	1,017.76
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
100-1410-7980	SITEONE LANDSCAPE SUPPLY ...	Weed Abatement Supplies	140360220-001		657.62
				Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:	657.62
Vendor: 4575 - SOUTH COAST AQMD					
100-1410-7656	SOUTH COAST AQMD	FY24 Generator Hot Spots Program Fee	4352252		161.81
100-1410-7656	SOUTH COAST AQMD	I C E Emergency Generator Fee FY23/24	4342501		504.91
				Vendor 4575 - SOUTH COAST AQMD Total:	666.72
Vendor: 2688 - STAPLES ADVANTAGE					
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	6002333662		22.61
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	6002333664		4.83
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	6002333666		200.00
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	6002693761		54.44

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	6002693761		303.22
100-1810-7614	STAPLES ADVANTAGE	HR Printer Toner	6002693763		324.77
Vendor 2688 - STAPLES ADVANTAGE Total:					909.87
Vendor: 5888 - STATE CONTROLLER					
100-1205-7761	STATE CONTROLLER	FTB Offsets Fees 1/01/2023 - 12/31/2023	FTB-00006782		317.66
Vendor 5888 - STATE CONTROLLER Total:					317.66
Vendor: 5074 - STATE OF CA ENERGY RESOURCES CONSERVATION					
100-1805-7764	STATE OF CA ENERGY RESOUR...	CEC Payment 24 of 27	11912	201023-Annual Prin Pmts-EEC...	9,522.70
100-1805-7765	STATE OF CA ENERGY RESOUR...	CEC Payment 24 of 27	11912	201023-Annual Int Pmt-EECBG	586.51
Vendor 5074 - STATE OF CA ENERGY RESOURCES CONSERVATION Total:					10,109.21
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	6/2024		435.00
Vendor 0083 - STEVE ESBENSHADE Total:					435.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 4/2024	18088		4,162.19
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					4,162.19
Vendor: 6533 - TAYLOR ENTERTAINMENT INC					
100-1605-7730	TAYLOR ENTERTAINMENT INC	Balance-Summer Kick-off Entertainment Services	#6/20/24_6-9pm		1,150.00
Vendor 6533 - TAYLOR ENTERTAINMENT INC Total:					1,150.00
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	6/2024		75.00
Vendor 6457 - TERA MARTIN DEL CAMPO Total:					75.00
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	6/2024		566.00
Vendor 3904 - TERESA RENTERIA Total:					566.00
Vendor: 4241 - THE SAUCE CREATIVE SERVICES CORP					
100-1605-7729	THE SAUCE CREATIVE SERVICE...	Summer Kickoff Publication	6889		952.79
100-1605-7739	THE SAUCE CREATIVE SERVICE...	City News Summer 2024 Design	6896		7,650.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	City News Summer 2024 Printing	6897		8,550.60
Vendor 4241 - THE SAUCE CREATIVE SERVICES CORP Total:					17,153.39
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'Thunderball' Screening/Presentation	6/20/2024		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	6/2024		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7720	TRIPEPI SMITH & ASSOCIATES	PEG Channel Management Srvcs 5/2024	12325		2,345.00
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication & Social Media Mgmt 5/2024	12326		9,391.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					11,736.00
Vendor: 4484 - U.S. BANK					
100-1005-7643	U.S. BANK	Return-Vinh Truong SCAG Hotel 5/2024 (Marriott)	5272024BV		-246.25
100-1005-7648	U.S. BANK	Sam Kang CCCA Conference Registration 5/2024	5272024BV		875.00
100-1005-7648	U.S. BANK	Sam Kang CCCA Hotel 5/17/24- 5/19/24 (Marriott)	5272024BV		527.58
100-1005-7980	U.S. BANK	DashPass 5/5/2024 - 6/5/2024 (DoorDash)	5272024BV		9.99

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7610	U.S. BANK	Brian V CCCA Conf Hotel 5/2024 (Renaissance)	5272024BV		1,103.34
100-1010-7610	U.S. BANK	Brian Villalobos SCAG Conf Hotel 5/2024 (Marriott)	5272024BV		492.50
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	5272024BV		18.00
100-1010-7980	U.S. BANK	CC Workshop Dessert 5/14/24 (Crumbl)	5272024BV		47.99
100-1010-7980	U.S. BANK	CCCA Donation Bag Gift Card (CVS Pharmacy)	5272024BV		50.00
100-1010-7980	U.S. BANK	Broadband Focus Group Snacks (Instacart)	5272024BV		59.97
100-1010-7980	U.S. BANK	Arts Ad Hoc Committee Meeting (Tropicana Mkt)	5272024BV		72.75
100-1010-7980	U.S. BANK	Joint Mtg w/DUSD 5/28/24 Drinks (Instacart)	5272024BV		88.81
100-1010-7980	U.S. BANK	CC Workshop 5/14/24 Dinner (Janet's Mediterranean)	5272024BV		523.69
100-1020-7712	U.S. BANK	Spotify Membership	5272024BV		16.99
100-1205-7779	U.S. BANK	Refund-Barnes & Noble Membership DART Program	5272024BV		-44.09
100-1815-7632	U.S. BANK	PS (5) Users Adobe Acrobat Pro 5/2/2024 - 5/1/2025	5272024BV		1,439.40
100-1405-7610	U.S. BANK	Craig Hensley Metro Parking (Joe's Auto Parks)	5272024CH		3.00
100-1405-7610	U.S. BANK	Craig Hensley Metro Mtg Metro Pass (LA Metro)	5272024CH		5.00
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conference Hotel (Mirage)	5272024CH		600.91
100-1405-7975	U.S. BANK	Jason Golding ICSC Conference Hotel (Mirage)	5272024CH		277.78
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Car Rental (Enterprise)	5272024CH		125.19
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Dinner (True Food Kitchen)	5272024CH		44.58
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Car Parking (Mirage)	5272024CH		40.00
100-1405-7975	U.S. BANK	Craig Hensley Visa ICSC Conf Breakfast (ThePantry)	5272024CH		34.01
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Breakfast (ThePantry)	5272024CH		30.81
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Lunch (Vegas Convention)	5272024CH		26.56
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Lunch (Cafe Zupas)	5272024CH		18.40
100-1405-7980	U.S. BANK	FY25 Parking Permits (SmartSign)	5272024CH		313.19
100-1410-7610	U.S. BANK	Jacob Ramirez MSA Traffic Control Course	5272024CH		104.00
100-1410-7610	U.S. BANK	Alex Lopez MSA Traffic Control Course	5272024CH		104.00
100-1410-7610	U.S. BANK	John Coronado MSA Traffic Control Course	5272024CH		104.00
100-1410-7610	U.S. BANK	Gerard Batista ISA Conference Hotel (HyattRegency)	5272024CH		1,193.12
100-1010-7980	U.S. BANK	Budget Workshop Dessert (Crumbl)	5272024KP		110.37
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Smart & Final)	5272024KP		267.45
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Costco)	5272024KP		571.78
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Smart & Final)	5272024KP		214.82

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1020-7711	U.S. BANK	Memorial BBQ Lunch Raffle Gifts (Amazon)	5272024KP		200.00
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Trader Joes)	5272024KP		118.89
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Smart & Final)	5272024KP		65.75
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 5/4/24 - 6/3/24	5272024KP		7.74
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 5/4/24 - 6/3/24	5272024KP		7.75
100-1805-7610	U.S. BANK	Staff Meeting Food (T-Burgers)	5272024KP		68.06
100-1805-7610	U.S. BANK	Angela C Lease Reporting Webiner 6/20/24 (CSMFO)	5272024KP		75.00
100-1805-7610	U.S. BANK	Refund-Kristen Petersen CCCA Conf Registration	5272024KP		-800.00
100-1805-7610	U.S. BANK	Kristen Petersen Lunch Meeting 4/30/24 (Sena)	5272024KP		49.83
100-1805-7614	U.S. BANK	Admin Srvcs Office Supplies (Amazon)	5272024KP		78.12
100-1810-7610	U.S. BANK	Union Negotiation Mtg 5/1/24 (Tropicana Mkt)	5272024KP		103.20
100-1810-7614	U.S. BANK	HR Supplies (Amazon)	5272024KP		100.12
100-1810-7614	U.S. BANK	HR Interview Supplies (Amazon)	5272024KP		26.45
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 5/13/24 - 6/12/24	5272024KP		814.69
100-1815-7632	U.S. BANK	Finance Webinar 5/7/24 - 6/6/24 (Zoom)	5272024KP		80.00
100-1815-7980	U.S. BANK	Annual Subscription 5/1/24 - 5/1/25 (Ring)	5272024KP		49.99
100-1020-7711	U.S. BANK	Staff Appreciation Drinks (Target)	5272024LB		37.55
100-1020-7711	U.S. BANK	Memorial Day BBQ (Smart & Final)	5272024LB		89.74
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Hotel 5/2024 (Renaissance)	5272024LB		1,148.44
100-1205-7615	U.S. BANK	Portable Air Compressor (Harbor Freight)	5272024LB		44.09
100-1205-7655	U.S. BANK	Refund-EOC Software (Canva)	5272024LB		-119.99
100-1205-7655	U.S. BANK	EOC Scheduling Software User Add (Sling)	5272024LB		2.62
100-1205-7779	U.S. BANK	Cmty Yard Sale Volunteer Breakfast (McDonalds)	5272024LB		70.53
100-1205-7779	U.S. BANK	DUSD Open House 4/24/24 (The Habit Burger)	5272024LB		82.35
100-1205-7779	U.S. BANK	DHS Graduation 5/24/24 (Redwood Pizza)	5272024LB		91.12
100-1205-7779	U.S. BANK	DART Hangout & Office Snacks (Target)	5272024LB		67.10
100-1205-7779	U.S. BANK	DART Officer Meeting 5/21/24 (Charm)	5272024LB		95.92
100-1205-7779	U.S. BANK	DART Member Graduation Dinner (Chick-Fil-A)	5272024LB		110.81
100-1205-7779	U.S. BANK	DART Cap Decorating (Michaels)	5272024LB		113.58
100-1205-7779	U.S. BANK	DART Zumba Class 5/9/24 (Tropicana Mkt)	5272024LB		84.84
100-1205-7779	U.S. BANK	DART Cap Decorating (Wingstop)	5272024LB		52.96
100-1205-7779	U.S. BANK	DART Azusa Pacific University Graduation Event	5272024LB		50.00
100-1205-7779	U.S. BANK	DART Meeting 5/1/24 (Little Caesars)	5272024LB		51.21

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	DART Incentive Gift Card (Target)	5272024LB		15.00
100-1205-7779	U.S. BANK	CUB Meeting 5/8/24 (Little Caesars)	5272024LB		41.73
100-1205-7780	U.S. BANK	Rabies Clinic iPad Keyboard (Amazon)	5272024LB		230.30
100-1205-7980	U.S. BANK	Bike Water Holders (Amazon)	5272024LB		30.66
100-1205-7980	U.S. BANK	Arrest of the Month Deputy Rivera (Target)	5272024LB		25.00
100-1205-7980	U.S. BANK	Staff Training Lunch (Target)	5272024LB		18.00
100-1205-7980	U.S. BANK	Bike Locks (Amazon)	5272024LB		30.84
100-1205-7980	U.S. BANK	Staff Training Lunch (Tropicana Mkt)	5272024LB		203.49
100-1205-8030	U.S. BANK	Video Conference Camera (Amazon)	5272024LB		52.91
100-1010-7980	U.S. BANK	TC Holyfield Event Food (Chick-Fil-A)	5272024ME		205.62
100-1020-7719	U.S. BANK	SC Volunteer Recognition Key Chains (Amazon)	5272024ME		59.40
100-1020-7719	U.S. BANK	SC Volunteer of the Year Flowers (Cynthia's)	5272024ME		75.00
100-1020-7719	U.S. BANK	SC Volunteer Recognition Gift Cards (Amazon)	5272024ME		654.95
100-1205-7650	U.S. BANK	Vehicle 36 Lift Gate (Pacific Truck Equipment)	5272024ME		3,046.30
100-1605-7614	U.S. BANK	Paper Goods (Hobby Lobby)	5272024ME		44.36
100-1605-7614	U.S. BANK	Scissors/Ribbon (Michaels)	5272024ME		38.79
100-1605-7614	U.S. BANK	Universal Adapter (Amazon)	5272024ME		15.32
100-1605-7614	U.S. BANK	Boxes (Amazon)	5272024ME		18.73
100-1605-7614	U.S. BANK	6 X 9 Envelopes (Amazon)	5272024ME		13.33
100-1605-7614	U.S. BANK	Post It Notes (Amazon)	5272024ME		12.30
100-1605-7614	U.S. BANK	Office Stationary (Paper Source)	5272024ME		14.98
100-1605-7650	U.S. BANK	City Vehicle Car Wash (Nu Way Hand Wash)	5272024ME		37.98
100-1605-7693	U.S. BANK	MYC Meeting Dinner 5/6/24 (Pangea Food Truck)	5272024ME		299.76
100-1605-7730	U.S. BANK	Water Safety Day Event Supplies/Giveways (Walmart)	5272024ME		152.07
100-1605-7730	U.S. BANK	Deposit-Summer Kickoff Entertainment (Taylor)	5272024ME		200.00
100-1605-7730	U.S. BANK	Water Safety Day Event Supplies (Amazon)	5272024ME		309.75
100-1605-7733	U.S. BANK	Community Yard Sale Fundraiser (Little Caesars)	5272024ME		125.88
100-1605-7733	U.S. BANK	SC Video Game Console/Card Holder Stand (Amazon)	5272024ME		87.60
100-1605-7733	U.S. BANK	SC Mother's Day Tea Strawberries (Costco)	5272024ME		233.82
100-1605-7733	U.S. BANK	SC Cinco de Mayo Fiesta 5/6/24 (Cabreras)	5272024ME		1,165.10
100-1605-7735	U.S. BANK	TC Summer Kickoff BBQ Gift Cards (Amazon)	5272024ME		90.00
100-1605-7735	U.S. BANK	TC Summer Kickoff BBQ Jewelry Making (Amazon)	5272024ME		91.22
100-1605-7735	U.S. BANK	TC Cinco de Mayo Decorations (Amazon)	5272024ME		11.01
100-1605-7735	U.S. BANK	TC Karaoke Machine (Walmart)	5272024ME		142.22
100-1605-7735	U.S. BANK	Return-TC Balloons (Amazon)	5272024ME		-18.61
100-1605-7735	U.S. BANK	TC Cinco de Mayo Gift Cards (Amazon)	5272024ME		50.00
100-1605-7737	U.S. BANK	Refund-Excursion Dep Harrahs Casino (Rincon Hotel)	5272024ME		-600.00

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7739	U.S. BANK	Pens & Dog Potty Bags (4Imprint)	5272024ME		717.74
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5272024ME		820.95
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Oriental Trading Co)	5272024ME		529.60
100-1605-7740	U.S. BANK	Video Game Truck Rental 6/26/24 (Retro Rolling)	5272024ME		500.00
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5272024ME		354.43
100-1605-7740	U.S. BANK	Summer Day Camps Cell Service (Tracfone Airtime)	5272024ME		43.19
100-1605-7745	U.S. BANK	TC Boxing Golf Tournament Supplies (Amazon)	5272024ME		193.34
100-1605-7745	U.S. BANK	TC Boxing Golf Tournament Supplies (Amazon)	5272024ME		102.51
100-1605-7758	U.S. BANK	July 3rd Event Snack Trays (Amazon)	5272024ME		337.68
100-1605-7758	U.S. BANK	July 3rd Event American Flag Pendants (Amazon)	5272024ME		352.60
100-1605-7758	U.S. BANK	July 3rd Event Supplies (Winner Party Inc)	5272024ME		95.05
100-1605-7980	U.S. BANK	Staff Meeting Supplies (Target)	5272024ME		39.02
100-1605-7980	U.S. BANK	Electric Hot Dog Grill (Amazon)	5272024ME		211.66
100-1605-7980	U.S. BANK	Staff Meeting Sandwiches (Ike's Sandwiches)	5272024ME		127.32
100-1605-7980	U.S. BANK	Staff Appreciation (See's Candy)	5272024ME		37.44
100-1605-7980	U.S. BANK	Staff Meeting Dessert (Sweet Nothings)	5272024ME		35.40
100-1610-7616	U.S. BANK	Spineboard Mounting Brackets (Amazon)	5272024ME		119.76
100-1750	U.S. BANK	Deposit-Dodger Game Excursion 7/23/24 (LADodgers)	5272024ME		576.00
Vendor 4484 - U.S. BANK Total:					24,761.60
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	6/2024		75.00
100-2121	VINH TRUONG	Charity Bowl Event 6/6/2024 Reimbursement	6042024		640.00
Vendor 6196 - VINH TRUONG Total:					715.00
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	82495266		147.45
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					147.45
Vendor: 3792 - WESTMINSTER GARDENS					
100-2121	WESTMINSTER GARDENS	Morrison House Renovation Project Refund	R94281	202217-Dep-Westminster Gar...	3,362.74
Vendor 3792 - WESTMINSTER GARDENS Total:					3,362.74
Vendor: 4797 - WEX BANK					
100-1610-7650	WEX BANK	Fuel-TC Boxing Tourn Trip 4/1/24 - 4/30/24	96899613		319.77
Vendor 4797 - WEX BANK Total:					319.77
Vendor: 4413 - YOUNG REMBRANDTS					
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Spring 2024 Drawing Class	95224-15		352.80
Vendor 4413 - YOUNG REMBRANDTS Total:					352.80
Vendor: 6555 - YVETTE LUNA					
100-1205-7779	YVETTE LUNA	DART Scholarship	5212024	201331-PS Youth Programs	400.00
Vendor 6555 - YVETTE LUNA Total:					400.00
Fund 100 - GENERAL FUND Total:					636,702.44

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 220 - GAS TAX FUN					
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 4/2024	24050607003		7,507.58
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					7,507.58
Fund 220 - GAS TAX FUN Total:					7,507.58
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES ...	Grocery Outlet Ctr Street Sweeping 5/2024	207032		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
240-2410-7888	LANDSCAPE WAREHOUSE III	Citywide Irrigation Restock	4197252		185.11
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					185.11
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7906	WEST COAST ARBORISTS INC	Tree Trimming	214884		40,503.45
240-2410-7909	WEST COAST ARBORISTS INC	Tree Trimming	214884		3,565.00
Vendor 1521 - WEST COAST ARBORISTS INC Total:					44,068.45
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					45,037.56
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 6578 - GERGIS BEBAWY					
260-2127	GERGIS BEBAWY	Retention-ADA Curb Ramps Project	No.20240510-1	202413-Retention-ADA Curb ...	5,193.80
Vendor 6578 - GERGIS BEBAWY Total:					5,193.80
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-7965	LDM ASSOCIATES INC	FY24 CDBG ADA Curb Ramps Installation 4/2024	8218	202413-Professional Svcs-ADA...	1,579.50
Vendor 5438 - LDM ASSOCIATES INC Total:					1,579.50
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					6,773.30
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7785	LOS ANGELES COUNTY SHERIF...	Special Event Patrol 4/2024	243094MR		3,330.46
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 4/2024	243058EC		22,679.03
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					26,009.49
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					26,009.49
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)					
Vendor: 6578 - GERGIS BEBAWY					
300-2127	GERGIS BEBAWY	Retention-ADA Curb Ramps Project	No.20240510-1	202413-Retention/ADA Curb ...	1,140.00
Vendor 6578 - GERGIS BEBAWY Total:					1,140.00
Fund 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821) Total:					1,140.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	62nd Installment of 3rd Bus 5/2024	SI010231		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2024	SI010232		19,799.15
440-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2024	SI010232		-734.76
Vendor 3192 - FOOTHILL TRANSIT Total:					22,951.44
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 4/2024	18088		387.18
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					387.18
Fund 440 - PROPOSITION A TRANSIT FUND Total:					23,338.62
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	62nd Installment of 3rd Bus 5/2024	SI010231		3,180.31

Council Warrant Register By Vendor

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2024	SI010232		16,199.31
460-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2024	SI010232		-601.16
Vendor 3192 - FOOTHILL TRANSIT Total:					18,778.46
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 4/2024	18088		290.38
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					290.38
Fund 460 - PROPOSITION C TRANSIT FUND Total:					19,068.84
Fund: 475 - MEASURE M LR TRANSIT FUND					
Vendor: 5873 - ELIE FARAH INC					
475-4750-7965	ELIE FARAH INC	Bike Trail Design Services 4/18/24 - 5/10/24	1-DUA23-35	202412-Professional Ser-FY24...	4,992.00
Vendor 5873 - ELIE FARAH INC Total:					4,992.00
Fund 475 - MEASURE M LR TRANSIT FUND Total:					4,992.00
Grand Total:					770,569.83

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	636,702.44
220 - GAS TAX FUN	7,507.58
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	45,037.56
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	6,773.30
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	26,009.49
300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)	1,140.00
440 - PROPOSITION A TRANSIT FUND	23,338.62
460 - PROPOSITION C TRANSIT FUND	19,068.84
475 - MEASURE M LR TRANSIT FUND	4,992.00
Grand Total:	770,569.83

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	-171.25
100-1005-7644	Travel & Exp - Schulz	75.00
100-1005-7648	Travel & Exp - Kang	1,477.58
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	1,595.84
100-1010-7612	Publications and Dues	18.00
100-1010-7965	Professional Services	14,325.00
100-1010-7980	Other Expenses	1,159.20
100-1015-7682	Labor Counsel Legal	6,578.96
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	1,565.98
100-1020-7712	Community Information ...	9,407.99
100-1020-7713	Historical Museum Bldg...	498.95
100-1020-7716	Special Community Even...	625.00
100-1020-7719	Volunteer Recognition	1,767.64
100-1020-7720	DCTV	2,345.00
100-1205-7610	Travel, Mtgs & Conf	2,019.44
100-1205-7614	Office Supplies	240.12
100-1205-7615	Emergency Supplies	44.09
100-1205-7650	Vehicle Maintenance	3,046.30
100-1205-7655	Emergency Services	1,983.77
100-1205-7760	Homeless Outreach Prog...	490.93
100-1205-7761	Parking Ticket Collect	317.66
100-1205-7779	Youth Programs	5,133.06
100-1205-7780	Animal Control	622.18
100-1205-7781	Contract Law Enforceme...	432,498.39
100-1205-7784	Prisoner Maintenance	176.51
100-1205-7787	Public Safety Cntr Lease	13,854.83
100-1205-7980	Other Expenses	307.99
100-1205-8030	Other Equipment	52.91
100-1405-7610	Travel, Mtgs & Conf	752.63
100-1405-7801	Industrial Waste Inspect...	857.48
100-1405-7965	Professional Services	18,043.50
100-1405-7975	Economic Development ...	1,198.24
100-1405-7980	Other Expenses	2,456.44
100-1410-7610	Travel, Mtgs & Conf	1,505.12
100-1410-7656	Emergency Generator	666.72
100-1410-7810	Street Sweeping	122.00
100-1410-7814	Graffiti Removal	4,162.19
100-1410-7980	Other Expenses	657.62

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7002	Regular Salaries	76.92
100-1605-7614	Office Supplies	157.81
100-1605-7636	Uniforms	34.18
100-1605-7650	Vehicle Maintenance	37.98
100-1605-7693	Youth Council	299.76
100-1605-7729	Concerts In The Park	6,652.79
100-1605-7730	Special Events	1,811.82
100-1605-7733	Senior Center	2,090.14
100-1605-7735	Teen Center	1,117.78
100-1605-7736	Youth & Adult Recreatio...	2,280.43
100-1605-7737	Adult Excursions	-600.00
100-1605-7739	Publicity	16,918.34
100-1605-7740	Day Camps	2,248.17
100-1605-7741	Sports/Playground Progr...	601.82
100-1605-7745	Boxing Program	295.85
100-1605-7756	Senior Recreation Classes	806.40
100-1605-7758	Independence Day Celeb...	785.33
100-1605-7980	Other Expenses	450.84
100-1610-7616	Pool Supplies	179.57
100-1610-7617	Pool Chemicals	1,188.61
100-1610-7618	Building Supplies	2,317.48
100-1610-7636	Uniforms	86.52
100-1610-7650	Vehicle Maintenance	319.77
100-1610-7652	Building Maint Services	7,850.18
100-1750	Prepaid Charges	576.00
100-1805-7610	Travel, Mtgs & Conf	-607.11
100-1805-7614	Office Supplies	132.56
100-1805-7764	CA CEC Annual Principal ...	9,522.70
100-1805-7765	CA CEC Annual Interest ...	586.51
100-1805-7980	Other Expenses	34.89
100-1810-7610	Travel, Mtgs & Conf	103.20
100-1810-7614	Office Supplies	451.34
100-1815-7632	Software	2,334.09
100-1815-7980	Other Expenses	49.99
100-1815-8011	Computer Equipment (C...	1,996.69
100-1825-7613	Duplications And Photos	532.98
100-1825-7626	Postage	47.91
100-1825-7630	Equipment Lease	1,733.79
100-1825-7631	Equipment Maintenance	619.27
100-1825-7674	Retiree Health Insurance	3,960.00
100-1825-7687	Waste Mgmt Services	7,042.50
100-1825-7980	Other Expenses	68.00
100-2120	Refundable Deposits	950.00
100-2121	Pass Through Deposits	22,944.24
100-2126	Construction and Demoli...	500.00
100-4201	Building Permits	105.40
100-4404	Other Building Rentals	35.00
100-4815	Day Camp Fees	435.00
220-2210-7890	Repairs-Traffic Signal	7,507.58
240-2410-7888	Repairs-Citywide	185.11
240-2410-7906	Tree Trim-Citywide	40,503.45
240-2410-7909	Tree Trim-Residential	3,565.00
240-2426-7810	Street Sweeping	784.00
260-2127	Retention Payable	5,193.80
260-2605-7965	Professional Services	1,579.50
290-2905-7781	Contract Law Enforceme...	22,679.03
290-2905-7785	Special Events Patrol	3,330.46
300-2127	Retention Payable	1,140.00

Account Summary

Account Number	Account Name	Payment Amount
440-4405-7814	Graffiti Removal	387.18
440-4405-7960	Foothill Transit Operatio...	19,799.15
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-734.76
460-4605-7814	Graffiti Removal	290.38
460-4605-7960	Foothill Tranist Operatio...	16,199.31
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-601.16
475-4750-7965	Professional Services	4,992.00
Grand Total:		770,569.83

Project Account Summary

Project Account Key	Payment Amount
None	702,525.15
201023-Annual Int Pmt-EECBG	586.51
201023-Annual Prin Pmts-EECBG	9,522.70
201331-PS Youth Programs	2,300.00
202123-COH-PassThru Dep-Duarte Outpatient Clinic	1,900.00
202217-Dep-Westminster Garden/Morrison House Proj	3,362.74
202412-Professional Ser-FY24 Bike Trail Rehab Proj	4,992.00
202413-Professional Svcs-ADA Curb Ramps	1,579.50
202413-Retention/ADA Curb Ramps	1,140.00
202413-Retention-ADA Curb Ramps	5,193.80
202416-Prof Svcs-Huntington Drive Median Landscape	17,985.00
202417-dep-Westminister Garden Specific Plan & EIR	17,041.50
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	1,950.00
202420-Outreach-Homeless Services Grant-(SGVCOG)	490.93
Grand Total:	770,569.83



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1020-7716	CARLOS FELIPE PEREZ	Summer Kick Off DJ 6/20/24	219823		625.00
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation 2/2024	4559		1,980.00
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 4/2024	4558		191.22
100-1610-7618	HOME DEPOT CREDIT SERVICES	Royal Oaks Cart Repair	BD24-1464		105.53
100-1205-7780	ANIMAL CARE EQUIPMENT & ...	Animal Control Equipment	219784		366.88
100-1610-7618	HOME DEPOT CREDIT SERVICES	TC Pest Control Supplies	BD24-1464		141.99
100-1805-7980	JAG ENDEAVORS LLC	Payroll Technician Polo Shirt	219810		34.89
100-1610-7618	HOME DEPOT CREDIT SERVICES	Otis Gordon Park Repairs	BD24-1464		88.29
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	BD24-1464		104.14
100-1605-7741	HOME DEPOT CREDIT SERVICES	Propane Tank Refill/Exchange	BD24-1464		24.23
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	BD24-1464		56.49
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 5/2024	4558		191.22
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	BD24-1464		109.15
100-1205-7760	MONRO INC	Car Battery & Tire Replacement fo...	4555	202420-Outreach-Homeless S...	490.93
100-1605-7002	PAMELA ROMERO	CPR Stipend	4561		76.92
100-1605-7733	THEODORE SIEGEL	SC 'Thunderball' Screening/Presentation	219826		150.00
100-1205-7614	HOME DEPOT CREDIT SERVICES	Wall Anchors	BD24-1464		12.68
100-1405-7965	LDM ASSOCIATES INC	FY24 Federal Grant Administration 3/2024	4550		58.50
100-1610-7618	HOME DEPOT CREDIT SERVICES	Paint/Shop Supplies	BD24-1464		138.10
100-1020-7713	HOME DEPOT CREDIT SERVICES	Museum Repairs	BD24-1464		63.32
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Stepladder/Tool Supplies	BD24-1464		179.26
100-1610-7618	HOME DEPOT CREDIT SERVICES	Blower Oil/Weed Eater String/Work Lights	BD24-1464		128.49
100-1605-7730	TAYLOR ENTERTAINMENT INC	Balance-Summer Kick-off Entertainment Services	219833		1,150.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC/CH/SC Repairs	BD24-1464		100.83
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Spring 2024 Drawing Class	4577		352.80
100-1010-7965	HINDERLITER, DE LLAMAS & A...	Cannabis Supplemental Report	219809		14,325.00
100-1805-7764	STATE OF CA ENERGY RESOUR...	CEC Payment 24 of 27	219831	201023-Annual Prin Pmts-EEC...	9,522.70
100-1805-7765	STATE OF CA ENERGY RESOUR...	CEC Payment 24 of 27	219831	201023-Annual Int Pmt-EECBG	586.51
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 4/2024	219832		4,162.19
100-1410-7656	SOUTH COAST AQMD	FY24 Generator Hot Spots Program Fee	219829		161.81
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 4/2024	219796		857.48
100-1610-7652	COUNTY OF LOS ANGELES DE...	FC Pool Health Permit (AR0141237)	219794		1,020.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	City Hall HVAC Repair	4527		4,260.13
100-1405-7980	BUCKNAM INFRASTRUCTURE ...	GIS Services 4/2024	219790		300.00
100-1205-7610	BRYAN ARIIZUMI	CESA Conference Hotel Reimbursement	219786		871.00
100-2121	ARMSTRONG & WALKER LAN...	COH/DOC Prjct Landscape/Inspect Support	4529	202123-COH-PassThru Dep-D...	1,900.00
100-1605-7729	DAVID ARECHIGA	Summer Kick-of...	219785		2,500.00
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Janitorial Supplies	4563		253.32
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4535		35.14
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4535		45.52
100-1605-7735	CABRERA'S DUARTE	TC Summer Kickoff BBQ Food	219791		744.19

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	4564		22.61
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	4564		4.83
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	4564		200.00
100-1405-7980	COUNTY OF LOS ANGELES DE...	FY24 Sewer Service Charge	219795		1,843.25
100-4201	NEIL FURUKAWA	Electrical Permit (Service Panel) Refund #2023-559	219802		105.40
100-1605-7733	HEULYN REGINA DUMAS-JOH...	Senior Ctr Sewing Class 6/2024	4536		320.00
100-1605-7736	HEULYN REGINA DUMAS-JOH...	Instructor Fee-Spring 2024 Sewing Class	4536		1,092.00
100-1825-7613	GRAND PRINTING INC	Business Cards	219806		229.76
100-1020-7720	TRIEPEI SMITH & ASSOCIATES	PEG Channel Management Srvcs 5/2024	4567		2,345.00
100-1020-7712	TRIEPEI SMITH & ASSOCIATES	Communication & Social Media Mgmt 5/2024	4567		9,391.00
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 4/2024	4559		5,062.50
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Brisas Street Sweeping 5/2024	4526		61.00
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Posadas Street Sweeping 5/2024	4526		61.00
100-1205-7784	LOS ANGELES COUNTY SHERIF...	Prisoner Maintenance 2/2024	4552		176.51
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Special Event Patrol 4/2024	4552		283.73
100-1610-7616	CURO MANAGED PRINT PRO...	New Staff Name Badges	219797		59.81
100-1205-7761	STATE CONTROLLER	FTB Offsets Fees 1/01/2023 - 12/31/2023	219830		317.66
100-1405-7965	ARMSTRONG & WALKER LAN...	Hunt Dr Median Landscape Design 3/1/24 - 5/15/24	4529	202416-Prof Svcs-Huntington ...	17,985.00
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Spring 24 Ballroom & Latin Dance	4534		302.40
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Spring 2024 Line Dance	4534		504.00
100-1205-7655	GLOBALSTAR USA	SAT Phone Service 5/01/2024 - 4/30/2025	219804		2,101.14
100-1020-7719	CURO MANAGED PRINT PRO...	Volunteer Recognition Brunch Tags	219797		19.29
100-1605-7729	THE SAUCE CREATIVE SERVICE...	Summer Kickoff Publication	4566		952.79
100-1610-7652	KENNETH L ROGERS	Fitness Ctr Carpet Cleaning	219825		350.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4535		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4535		9.31
100-1205-7779	DIYA PATEL	DART Scholarship	219821	201331-PS Youth Programs	150.00
100-1205-7779	LUISA MATA	DART Scholarship	219814	201331-PS Youth Programs	250.00
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sticker Making Class	4544		84.00
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens Specific Plan 4/2024 (R101010)	219816	202417-dep-Westminister Ga...	17,041.50
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Janitorial Supplies	4563		764.44
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 4/2024	4552		432,214.66
100-1205-7779	FINIAN REDMOND	DART Scholarship	219824	201331-PS Youth Programs	50.00
100-1205-7779	YVETTE LUNA	DART Scholarship	219813	201331-PS Youth Programs	400.00
100-1205-7779	ALEXANDRA MEJIA	DART Scholarship	219815	201331-PS Youth Programs	400.00
100-1205-7779	ANDY BOCANEGRA	DART Scholarship	219788	201331-PS Youth Programs	50.00
100-1205-7779	ANNA PEREZ	DART Scholarship	219822	201331-PS Youth Programs	400.00
100-1205-7779	ISELA ESTRADA	DART Scholarship	219799	201331-PS Youth Programs	250.00
100-1205-7779	ARIANA GARAY	DART Scholarship	219803	201331-PS Youth Programs	50.00
100-1205-7779	NASHITA ABBAS	DART Scholarship	219782	201331-PS Youth Programs	300.00
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 5/21/2024	219820		68.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	City News Summer 2024 Design	4566		7,650.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	City News Summer 2024 Printing	4566		8,550.60
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports LAS Trophies	4533		98.12
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 6/2024	219812		1,750.00

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7787	MVP, LLC	Public Safety Lease	4556		13,854.83
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	4564		54.44
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	4564		303.22
100-1810-7614	STAPLES ADVANTAGE	HR Printer Toner	4564		324.77
100-1605-7636	CURO MANAGED PRINT PRO...	Uniform Name Tags	219797		34.18
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	4575		147.45
100-1610-7650	WEX BANK	Fuel-TC Boxing Tourn Trip 4/1/24 - 4/30/24	BD24-1461		319.77
100-2121	WESTMINSTER GARDENS	Morrison House Renovation Project Refund	219835	202217-Dep-Westminster Gar...	3,362.74
100-1825-7630	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Lease 6/01/2024 - 6/30/2024	219793		1,733.79
100-1825-7631	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Maint 4/01/2024 - 4/30/2024	219793		619.27
100-1405-7610	JASON GOLDING	ICSC Conference Expense Reimbursement	219805		744.63
100-1020-7719	NADIA MORA	Volunteer Brunch Equipment	219817		740.00
100-1205-7780	CALIFORNIA ANIMAL WELFARE...	Juan Oseguera Training Workshop 5/24/24	219792		25.00
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 4/2024	4531		6,578.96
100-1825-7626	FEDEX	Document Delivery	219800		47.91
100-1005-7643	U.S. BANK	Return-Vinh Truong SCAG Hotel 5/2024 (Marriott)	4573		-246.25
100-1005-7648	U.S. BANK	Sam Kang CCCA Conference Registration 5/2024	4573		875.00
100-1005-7648	U.S. BANK	Sam Kang CCCA Hotel 5/17/24- 5/19/24 (Marriott)	4573		527.58
100-1005-7980	U.S. BANK	DashPass 5/5/2024 - 6/5/2024 (DoorDash)	4573		9.99
100-1010-7610	U.S. BANK	Brian V CCCA Conf Hotel 5/2024 (Renaissance)	4573		1,103.34
100-1010-7610	U.S. BANK	Brian Villalobos SCAG Conf Hotel 5/2024 (Marriott)	4573		492.50
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	4573		18.00
100-1010-7980	U.S. BANK	CC Workshop 5/14/24 Dinner (Janet's Mediterranean)	4573		523.69
100-1010-7980	U.S. BANK	Joint Mtg w/DUSD 5/28/24 Drinks (Instacart)	4573		88.81
100-1010-7980	U.S. BANK	Arts Ad Hoc Committee Meeting (Tropicana Mkt)	4573		72.75
100-1010-7980	U.S. BANK	Broadband Focus Group Snacks (Instacart)	4573		59.97
100-1010-7980	U.S. BANK	CCCA Donation Bag Gift Card (CVS Pharmacy)	4573		50.00
100-1010-7980	U.S. BANK	CC Workshop Dessert 5/14/24 (Crumbly)	4573		47.99
100-1020-7712	U.S. BANK	Spotify Membership	4573		16.99
100-1205-7779	U.S. BANK	Refund-Barnes & Noble Membership DART Program	4573		-44.09
100-1815-7632	U.S. BANK	PS (5) Users Adobe Acrobat Pro 5/2/2024 - 5/1/2025	4573		1,439.40
100-1405-7610	U.S. BANK	Craig Hensley Metro Mtg Metro Pass (LA Metro)	4572		5.00
100-1405-7610	U.S. BANK	Craig Hensley Metro Parking (Joe's Auto Parks)	4572		3.00
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conference Hotel (Mirage)	4572		600.91
100-1405-7975	U.S. BANK	Jason Golding ICSC Conference Hotel (Mirage)	4572		277.78
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Car Rental (Enterprise)	4572		125.19
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Dinner (True Food Kitchen)	4572		44.58

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Lunch (Cafe Zupas)	4572		18.40
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Car Parking (Mirage)	4572		40.00
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Breakfast (ThePantry)	4572		30.81
100-1405-7975	U.S. BANK	Craig Hensley ICSC Conf Lunch (Vegas Convention)	4572		26.56
100-1405-7975	U.S. BANK	Craig Hensley Visa ICSC Conf Breakfast (ThePantry)	4572		34.01
100-1405-7980	U.S. BANK	FY25 Parking Permits (SmartSign)	4572		313.19
100-1410-7610	U.S. BANK	John Coronado MSA Traffic Control Course	4572		104.00
100-1410-7610	U.S. BANK	Gerard Batista ISA Conference Hotel (HyattRegency)	4572		1,193.12
100-1410-7610	U.S. BANK	Jacob Ramirez MSA Traffic Control Course	4572		104.00
100-1410-7610	U.S. BANK	Alex Lopez MSA Traffic Control Course	4572		104.00
100-1010-7980	U.S. BANK	Budget Workshop Dessert (Crumbl)	4574		110.37
100-1020-7711	U.S. BANK	Memorial BBQ Lunch Raffle Gifts (Amazon)	4574		200.00
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Smart & Final)	4574		65.75
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Trader Joes)	4574		118.89
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Smart & Final)	4574		214.82
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Smart & Final)	4574		267.45
100-1020-7711	U.S. BANK	Memorial BBQ Supplies (Costco)	4574		571.78
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 5/4/24 - 6/3/24	4574		7.74
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 5/4/24 - 6/3/24	4574		7.75
100-1805-7610	U.S. BANK	Kristen Petersen Lunch Meeting 4/30/24 (Sena)	4574		49.83
100-1805-7610	U.S. BANK	Staff Meeting Food (T-Burgers)	4574		68.06
100-1805-7610	U.S. BANK	Angela C Lease Reporting Webinar 6/20/24 (CSMFO)	4574		75.00
100-1805-7610	U.S. BANK	Refund-Kristen Petersen CCCA Conf Registration	4574		-800.00
100-1805-7614	U.S. BANK	Admin Srvcs Office Supplies (Amazon)	4574		78.12
100-1810-7610	U.S. BANK	Union Negotiation Mtg 5/1/24 (Tropicana Mkt)	4574		103.20
100-1810-7614	U.S. BANK	HR Interview Supplies (Amazon)	4574		26.45
100-1810-7614	U.S. BANK	HR Supplies (Amazon)	4574		100.12
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 5/13/24 - 6/12/24	4574		814.69
100-1815-7632	U.S. BANK	Finance Webinar 5/7/24 - 6/6/24 (Zoom)	4574		80.00
100-1815-7980	U.S. BANK	Annual Subscription 5/1/24 - 5/1/25 (Ring)	4574		49.99
100-1020-7711	U.S. BANK	Staff Appreciation Drinks (Target)	4569		37.55
100-1020-7711	U.S. BANK	Memorial Day BBQ (Smart & Final)	4569		89.74
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Hotel 5/2024 (Renaissance)	4569		1,148.44

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7615	U.S. BANK	Portable Air Compressor (Harbor Freight)	4569		44.09
100-1205-7655	U.S. BANK	EOC Scheduling Software User Add (Sling)	4569		2.62
100-1205-7655	U.S. BANK	Refund-EOC Software (Canva)	4569		-119.99
100-1205-7779	U.S. BANK	DART Zumba Class 5/9/24 (Tropicana Mkt)	4569		84.84
100-1205-7779	U.S. BANK	DART Azusa Pacific University Graduation Event	4569		50.00
100-1205-7779	U.S. BANK	Cmty Yard Sale Volunteer Breakfast (McDonalds)	4569		70.53
100-1205-7779	U.S. BANK	DART Hangout & Office Snacks (Target)	4569		67.10
100-1205-7779	U.S. BANK	DART Cap Decorating (Wingstop)	4569		52.96
100-1205-7779	U.S. BANK	DART Meeting 5/1/24 (Little Caesars)	4569		51.21
100-1205-7779	U.S. BANK	DART Officer Meeting 5/21/24 (Charm)	4569		95.92
100-1205-7779	U.S. BANK	DART Member Graduation Dinner (Chick-Fil-A)	4569		110.81
100-1205-7779	U.S. BANK	DART Cap Decorating (Michaels)	4569		113.58
100-1205-7779	U.S. BANK	DART Incentive Gift Card (Target)	4569		15.00
100-1205-7779	U.S. BANK	CUB Meeting 5/8/24 (Little Caesars)	4569		41.73
100-1205-7779	U.S. BANK	DUSD Open House 4/24/24 (The Habit Burger)	4569		82.35
100-1205-7779	U.S. BANK	DHS Graduation 5/24/24 (Redwood Pizza)	4569		91.12
100-1205-7780	U.S. BANK	Rabies Clinic iPad Keyboard (Amazon)	4569		230.30
100-1205-7980	U.S. BANK	Staff Training Lunch (Tropicana Mkt)	4569		203.49
100-1205-7980	U.S. BANK	Bike Locks (Amazon)	4569		30.84
100-1205-7980	U.S. BANK	Bike Water Holders (Amazon)	4569		30.66
100-1205-7980	U.S. BANK	Arrest of the Month Deputy Rivera (Target)	4569		25.00
100-1205-7980	U.S. BANK	Staff Training Lunch (Target)	4569		18.00
100-1205-8030	U.S. BANK	Video Conference Camera (Amazon)	4569		52.91
100-1010-7980	U.S. BANK	TC Holyfield Event Food (Chick- Fil-A)	4570		205.62
100-1020-7719	U.S. BANK	SC Volunteer Recognition Gift Cards (Amazon)	4570		654.95
100-1020-7719	U.S. BANK	SC Volunteer of the Year Flowers (Cynthia's)	4570		75.00
100-1020-7719	U.S. BANK	SC Volunteer Recognition Key Chains (Amazon)	4570		59.40
100-1205-7650	U.S. BANK	Vehicle 36 Lift Gate (Pacific Truck Equipment)	4570		3,046.30
100-1605-7614	U.S. BANK	Post It Notes (Amazon)	4570		12.30
100-1605-7614	U.S. BANK	6 X 9 Envelopes (Amazon)	4570		13.33
100-1605-7614	U.S. BANK	Office Stationary (Paper Source)	4570		14.98
100-1605-7614	U.S. BANK	Universal Adapter (Amazon)	4570		15.32
100-1605-7614	U.S. BANK	Boxes (Amazon)	4570		18.73
100-1605-7614	U.S. BANK	Paper Goods (Hobby Lobby)	4570		44.36
100-1605-7614	U.S. BANK	Scissors/Ribbon (Michaels)	4570		38.79
100-1605-7650	U.S. BANK	City Vehicle Car Wash (Nu Way Hand Wash)	4570		37.98
100-1605-7693	U.S. BANK	MYC Meeting Dinner 5/6/24 (Pangea Food Truck)	4570		299.76

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7730	U.S. BANK	Water Safety Day Event	4570		152.07
		Supplies/Giveways (Walmart)			
100-1605-7730	U.S. BANK	Water Safety Day Event	4570		309.75
		Supplies (Amazon)			
100-1605-7730	U.S. BANK	Deposit-Summer Kickoff	4570		200.00
		Entertainment (Taylor)			
100-1605-7733	U.S. BANK	SC Cinco de Mayo Fiesta	4570		1,165.10
		5/6/24 (Cabreras)			
100-1605-7733	U.S. BANK	SC Video Game Console/Card	4570		87.60
		Holder Stand (Amazon)			
100-1605-7733	U.S. BANK	SC Mother's Day Tea	4570		233.82
		Strawberries (Costco)			
100-1605-7733	U.S. BANK	Community Yard Sale	4570		125.88
		Fundraiser (Little Ceasars)			
100-1605-7735	U.S. BANK	TC Summer Kickoff BBQ	4570		91.22
		Jewelry Making (Amazon)			
100-1605-7735	U.S. BANK	TC Cinco de Mayo Decorations	4570		11.01
		(Amazon)			
100-1605-7735	U.S. BANK	TC Karaoke Machine (Walmart)	4570		142.22
100-1605-7735	U.S. BANK	Return-TC Balloons (Amazon)	4570		-18.61
100-1605-7735	U.S. BANK	TC Summer Kickoff BBQ Gift	4570		90.00
		Cards (Amazon)			
100-1605-7735	U.S. BANK	TC Cinco de Mayo Gift Cards	4570		50.00
		(Amazon)			
100-1605-7737	U.S. BANK	Refund-Excursion Dep Harrahs	4570		-600.00
		Casino (Rincon Hotel)			
100-1605-7739	U.S. BANK	Pens & Dog Potty Bags	4570		717.74
		(4Imprint)			
100-1605-7740	U.S. BANK	Summer Day Camps Cell	4570		43.19
		Service (Tracfone Airtime)			
100-1605-7740	U.S. BANK	Summer Day Camp Supplies	4570		820.95
		(Amazon)			
100-1605-7740	U.S. BANK	Video Game Truck Rental	4570		500.00
		6/26/24 (Retro Rolling)			
100-1605-7740	U.S. BANK	Summer Day Camp Supplies	4570		354.43
		(Amazon)			
100-1605-7740	U.S. BANK	Summer Day Camp Supplies	4570		529.60
		(Oriental Trading Co)			
100-1605-7745	U.S. BANK	TC Boxing Golf Tournament	4570		193.34
		Supplies (Amazon)			
100-1605-7745	U.S. BANK	TC Boxing Golf Tournament	4570		102.51
		Supplies (Amazon)			
100-1605-7758	U.S. BANK	July 3rd Event Snack Trays	4570		337.68
		(Amazon)			
100-1605-7758	U.S. BANK	July 3rd Event American Flag	4570		352.60
		Pendants (Amazon)			
100-1605-7758	U.S. BANK	July 3rd Event Supplies	4570		95.05
		(Winner Party Inc)			
100-1605-7980	U.S. BANK	Staff Meeting Sandwiches	4570		127.32
		(Ike's Sandwiches)			
100-1605-7980	U.S. BANK	Staff Meeting Dessert (Sweet	4570		35.40
		Nothings)			
100-1605-7980	U.S. BANK	Staff Appreciation (See's	4570		37.44
		Candy)			
100-1605-7980	U.S. BANK	Staff Meeting Supplies (Target)	4570		39.02
100-1605-7980	U.S. BANK	Electric Hot Dog Grill (Amazon)	4570		211.66
100-1610-7616	U.S. BANK	Spineboard Mounting Brackets	4570		119.76
		(Amazon)			
100-1750	U.S. BANK	Deposit-Dodger Game	4570		576.00
		Excursion 7/23/24 (LADodgers)			
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Soccer Jerseys	4533		479.47
100-1410-7980	SITEONE LANDSCAPE SUPPLY ...	Weed Abatement Supplies	219827		657.62
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4535		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4535		9.31

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Instructor Fee-Spring 2024 Skateboard Class	4557		569.63
100-2120	KRYSTAL SMITH	TC Rent Deposit Refund 5/18/2024	219828		300.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	4542		483.02
100-1605-7729	KYLE KOLLER	Summer Kick-off Sound	219811		3,200.00
100-1205-7779	ELIJAH ROY MORALES	DUSD Tutoring Program	219818	202418-FY23-26-Exp-Tutors,S...	900.00
100-1205-7779	MATTHEW GUARJARDO	DUSD Tutoring Program	219808	202418-FY23-26-Exp-Tutors,S...	1,050.00
100-2126	ISHAI GRIMBERG	Const/Demo Deposit Refund (Pmt #2023-515)	219807		500.00
100-1605-7736	ARK INTERNATIONAL INC	Instructor Fee-Vocal Class 4/23/24 - 5/14/24	4528		182.00
100-1815-8011	MAXTREME INC	Replace (2) Laptops	4554		1,996.69
100-4815	DANA NUBER	Summer Day Camp Refund S8 (Jack Nuber)	219819		145.00
100-4815	DANA NUBER	Summer Day Camp Refund S6 (Jack Nuber)	219819		145.00
100-4815	DANA NUBER	Summer Day Camp Refund S7 (Jack Nuber)	219819		145.00
100-1020-7713	BAY ALARM COMPANY	Museum Fire Monitor 6/01/2024 - 8/31/2024	BD24-1465		246.63
100-1020-7713	BAY ALARM COMPANY	Museum Burglary Monitor 6/01/2024 - 8/31/2024	BD24-1466		189.00
100-1410-7656	SOUTH COAST AQMD	I C E Emergency Generator Fee FY23/24	219829		504.91
100-2120	ANNE MAIRE VIRAMONTES	ROP Bldg Rent Deposit Refund 5/25/2024	219834		150.00
100-4404	ANNE MAIRE VIRAMONTES	Staff Late 5/25/2024	219834		35.00
100-2120	MARITZA ACOSTA	SC Rent Deposit Refund 5/25/2024	219783		500.00
100-1020-7719	DUHOP INC	Volunteer Brunch 10 Additional Meals	219798		219.00
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 6/2024	4546		1,773.47
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	4542		705.59
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	4543		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	4553		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	4540		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	4568		75.00
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	4562		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	4547		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	4551		75.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	4548		435.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	4545		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	4532		566.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	4530		218.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	4565		435.00
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	4560		566.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	4538		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	4539		435.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	219789		435.00
100-2121	VINH TRUONG	Charity Bowl Event 6/6/2024 Reimbursement	4568		640.00
				Fund 100 - GENERAL FUND Total:	636,702.44

Council Warrant Register By Account

Payment Dates: 5/30/2024 - 6/12/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 220 - GAS TAX FUN					
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 4/2024	219796		7,507.58
Fund 220 - GAS TAX FUN Total:					7,507.58
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2426-7810	A1 MAINTENANCE SERVICES ...	Grocery Outlet Ctr Street Sweeping 5/2024	4526		784.00
240-2410-7906	WEST COAST ARBORISTS INC	Tree Trimming	4576		40,503.45
240-2410-7909	WEST COAST ARBORISTS INC	Tree Trimming	4576		3,565.00
240-2410-7888	LANDSCAPE WAREHOUSE III	Citywide Irrigation Restock	4549		185.11
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					45,037.56
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2127	GERGIS BEBAWY	Retention-ADA Curb Ramps Project	219787	202413-Retention-ADA Curb ...	5,193.80
260-2605-7965	LDM ASSOCIATES INC	FY24 CDBG ADA Curb Ramps Installation 4/2024	4550	202413-Professional Svcs-ADA...	1,579.50
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					6,773.30
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7785	LOS ANGELES COUNTY SHERIF...	Special Event Patrol 4/2024	4552		3,330.46
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 4/2024	4552		22,679.03
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					26,009.49
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)					
300-2127	GERGIS BEBAWY	Retention-ADA Curb Ramps Project	219787	202413-Retention/ADA Curb ...	1,140.00
Fund 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821) Total:					1,140.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 4/2024	219832		387.18
440-4405-8013	FOOTHILL TRANSIT	62nd Installment of 3rd Bus 5/2024	4541		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2024	4541		19,799.15
440-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2024	4541		-734.76
Fund 440 - PROPOSITION A TRANSIT FUND Total:					23,338.62
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 4/2024	219832		290.38
460-4605-8013	FOOTHILL TRANSIT	62nd Installment of 3rd Bus 5/2024	4541		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2024	4541		16,199.31
460-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2024	4541		-601.16
Fund 460 - PROPOSITION C TRANSIT FUND Total:					19,068.84
Fund: 475 - MEASURE M LR TRANSIT FUND					
475-4750-7965	ELIE FARAH INC	Bike Trail Design Services 4/18/24 - 5/10/24	4537	202412-Professional Ser-FY24...	4,992.00
Fund 475 - MEASURE M LR TRANSIT FUND Total:					4,992.00
Grand Total:					770,569.83

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	636,702.44
220 - GAS TAX FUN	7,507.58
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	45,037.56
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	6,773.30
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	26,009.49
300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)	1,140.00
440 - PROPOSITION A TRANSIT FUND	23,338.62
460 - PROPOSITION C TRANSIT FUND	19,068.84
475 - MEASURE M LR TRANSIT FUND	4,992.00
Grand Total:	770,569.83

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	-171.25
100-1005-7644	Travel & Exp - Schulz	75.00
100-1005-7648	Travel & Exp - Kang	1,477.58
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	1,595.84
100-1010-7612	Publications and Dues	18.00
100-1010-7965	Professional Services	14,325.00
100-1010-7980	Other Expenses	1,159.20
100-1015-7682	Labor Counsel Legal	6,578.96
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	1,565.98
100-1020-7712	Community Information ...	9,407.99
100-1020-7713	Historical Museum Bldg...	498.95
100-1020-7716	Special Community Even...	625.00
100-1020-7719	Volunteer Recognition	1,767.64
100-1020-7720	DCTV	2,345.00
100-1205-7610	Travel, Mtgs & Conf	2,019.44
100-1205-7614	Office Supplies	240.12
100-1205-7615	Emergency Supplies	44.09
100-1205-7650	Vehicle Maintenance	3,046.30
100-1205-7655	Emergency Services	1,983.77
100-1205-7760	Homeless Outreach Prog...	490.93
100-1205-7761	Parking Ticket Collect	317.66
100-1205-7779	Youth Programs	5,133.06
100-1205-7780	Animal Control	622.18
100-1205-7781	Contract Law Enforceme...	432,498.39
100-1205-7784	Prisoner Maintenance	176.51
100-1205-7787	Public Safety Cntr Lease	13,854.83
100-1205-7980	Other Expenses	307.99
100-1205-8030	Other Equipment	52.91
100-1405-7610	Travel, Mtgs & Conf	752.63
100-1405-7801	Industrial Waste Inspect...	857.48
100-1405-7965	Professional Services	18,043.50
100-1405-7975	Economic Development ...	1,198.24
100-1405-7980	Other Expenses	2,456.44
100-1410-7610	Travel, Mtgs & Conf	1,505.12
100-1410-7656	Emergency Generator	666.72
100-1410-7810	Street Sweeping	122.00
100-1410-7814	Graffiti Removal	4,162.19
100-1410-7980	Other Expenses	657.62

Account Summary

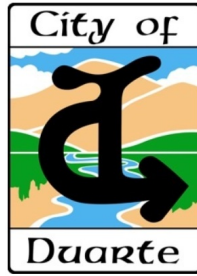
Account Number	Account Name	Payment Amount
100-1605-7002	Regular Salaries	76.92
100-1605-7614	Office Supplies	157.81
100-1605-7636	Uniforms	34.18
100-1605-7650	Vehicle Maintenance	37.98
100-1605-7693	Youth Council	299.76
100-1605-7729	Concerts In The Park	6,652.79
100-1605-7730	Special Events	1,811.82
100-1605-7733	Senior Center	2,090.14
100-1605-7735	Teen Center	1,117.78
100-1605-7736	Youth & Adult Recreatio...	2,280.43
100-1605-7737	Adult Excursions	-600.00
100-1605-7739	Publicity	16,918.34
100-1605-7740	Day Camps	2,248.17
100-1605-7741	Sports/Playground Progr...	601.82
100-1605-7745	Boxing Program	295.85
100-1605-7756	Senior Recreation Classes	806.40
100-1605-7758	Independence Day Celeb...	785.33
100-1605-7980	Other Expenses	450.84
100-1610-7616	Pool Supplies	179.57
100-1610-7617	Pool Chemicals	1,188.61
100-1610-7618	Building Supplies	2,317.48
100-1610-7636	Uniforms	86.52
100-1610-7650	Vehicle Maintenance	319.77
100-1610-7652	Building Maint Services	7,850.18
100-1750	Prepaid Charges	576.00
100-1805-7610	Travel, Mtgs & Conf	-607.11
100-1805-7614	Office Supplies	132.56
100-1805-7764	CA CEC Annual Principal ...	9,522.70
100-1805-7765	CA CEC Annual Interest ...	586.51
100-1805-7980	Other Expenses	34.89
100-1810-7610	Travel, Mtgs & Conf	103.20
100-1810-7614	Office Supplies	451.34
100-1815-7632	Software	2,334.09
100-1815-7980	Other Expenses	49.99
100-1815-8011	Computer Equipment (C...	1,996.69
100-1825-7613	Duplications And Photos	532.98
100-1825-7626	Postage	47.91
100-1825-7630	Equipment Lease	1,733.79
100-1825-7631	Equipment Maintenance	619.27
100-1825-7674	Retiree Health Insurance	3,960.00
100-1825-7687	Waste Mgmt Services	7,042.50
100-1825-7980	Other Expenses	68.00
100-2120	Refundable Deposits	950.00
100-2121	Pass Through Deposits	22,944.24
100-2126	Construction and Demoli...	500.00
100-4201	Building Permits	105.40
100-4404	Other Building Rentals	35.00
100-4815	Day Camp Fees	435.00
220-2210-7890	Repairs-Traffic Signal	7,507.58
240-2410-7888	Repairs-Citywide	185.11
240-2410-7906	Tree Trim-Citywide	40,503.45
240-2410-7909	Tree Trim-Residential	3,565.00
240-2426-7810	Street Sweeping	784.00
260-2127	Retention Payable	5,193.80
260-2605-7965	Professional Services	1,579.50
290-2905-7781	Contract Law Enforceme...	22,679.03
290-2905-7785	Special Events Patrol	3,330.46
300-2127	Retention Payable	1,140.00

Account Summary

Account Number	Account Name	Payment Amount
440-4405-7814	Graffiti Removal	387.18
440-4405-7960	Foothill Transit Operatio...	19,799.15
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-734.76
460-4605-7814	Graffiti Removal	290.38
460-4605-7960	Foothill Tranist Operatio...	16,199.31
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-601.16
475-4750-7965	Professional Services	4,992.00
Grand Total:		770,569.83

Project Account Summary

Project Account Key	Payment Amount
None	702,525.15
201023-Annual Int Pmt-EECBG	586.51
201023-Annual Prin Pmts-EECBG	9,522.70
201331-PS Youth Programs	2,300.00
202123-COH-PassThru Dep-Duarte Outpatient Clinic	1,900.00
202217-Dep-Westminster Garden/Morrison House Proj	3,362.74
202412-Professional Ser-FY24 Bike Trail Rehab Proj	4,992.00
202413-Professional Svcs-ADA Curb Ramps	1,579.50
202413-Retention/ADA Curb Ramps	1,140.00
202413-Retention-ADA Curb Ramps	5,193.80
202416-Prof Svcs-Huntington Drive Median Landscape	17,985.00
202417-dep-Westminister Garden Specific Plan & EIR	17,041.50
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	1,950.00
202420-Outreach-Homeless Services Grant-(SGVCOG)	490.93
Grand Total:	770,569.83



ITEM: 11.E

Receive and File the Community Development Department Update

Recommended Action:

Receive and File the Community Development Department Update.

Attachments:

[11.E - Community Development Department Update - June 2024.pdf](#)



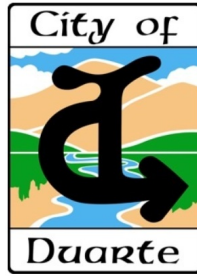
COMMUNITY DEVELOPMENT STATUS REPORT June 2024

PROJECT/PROGRAM		STATUS
IN PROCESS		
Recreation Trail Upgrades	Duarte was awarded a \$1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. We are still waiting to receive the funds as the State manages the process for how funds will be distributed, a process that typically takes several months. In the next few months, Staff is working on finalizing paving details, looking to hire a landscape consultant to coordinate a final bid set for Parks & Recreation Commission and City Council review. An aerial survey has been completed and the concept plan is being developed. In coordinating with Cal Trans, the date that funding will be available has changed, so the project won't go out to bid until early 2025 at the earliest.	
Andres Duarte School	This is a Duarte Unified School District (DUSD) project which entails the development of the Andres Duarte School site with a residential development. The School District has selected a developer and is working on the final details of the agreement. The selected team is a partnership of: Adept Development, MW Investments Group and SGV Property Fund. The Andres Duarte school site property is about 13 acres. The preliminary plan, acted on by DUSD, includes 169 units and preserves a portion of Otis Gordon Park. But there is no guarantee to this build out. The property has a general plan and zoning of Public Facilities so any development of the property will require City Council approval. Staff met with the Developer team and explained the City process. This project will require an EIR, so in the coming weeks, that selection process will be progressing. The last update provided to the City was that the developer team and DUSD are working on an agreement and that is moving slower than expected. Staff will bring the EIR consultant selection item for Council Action when the project is ready to move forward. As the process progresses, Staff will keep the Council informed.	

PROJECT/PROGRAM	STATUS
Starbucks 922 Hamilton Rd.	Starbucks is in the process of tenant improvements for a new location.
San Gabriel Valley Regional Housing Trust	Staff is working with the San Gabriel Valley COG and the San Gabriel Valley Regional Housing Trust on a possible subsidized housing development in the City. The idea would be to develop one of the affordable housing sites listed in the most recent Housing Element with first priority being the City-owned property at 2400 Huntington and properties to the east. SCVGOG and SGVRHT have access to funding that assists in generating interest from developers.
Metro Parking Lot	Staff has been working with Metro for the past several years on the development of the Metro parking lot as part of the Duarte Station Specific Plan. The intent is to replace the Metro parking into a parking structure and construct workforce housing along Fasana Road at Highland Avenue. Metro is in the final stages of developer selection. Metro has awarded an Exclusive Negotiating Agreement to Jamboree Housing. The plan is for a development with between 100-120 units of multi-generation housing. There is currently no schedule for development.
Town Center North	Staff has been meeting with property owners to develop a proposal for a complete center rehabilitation that includes new, upgraded facades, an upgraded parking lot and related improvements. Staff has been working with a commercial broker team with the goal of spurring activity. Property owners are cooperating with the City on Code Enforcement issues. The City has hired an Architect and Engineer to develop a detailed concept plan for façade and parking lot upgrades to the center.
Highland Promenade	This project is funded by a Measure M Grant. It is for an expanded right of way along the west side of Highland Ave. that would have a park-like pedestrian walkway. The City and the property owner of 1801 Highland have approved an easement agreement. Staff discussed the right of way issue with Metro for its piece recently and the details will be resolved when the site development moves forward. City has hired KHR to develop engineering plans and will soon propose hiring a landscape architect to assist with design details. The projected construction date is Fall 2024; however, a portion adjacent to the Metro parking lot may be constructed with the development on that property. Staff and the City consultant are working with SCE on moving power poles. Site Design

PROJECT/PROGRAM	STATUS
	Studio is being brought on board to develop the landscape/hardscape plan.
Evergreen Pedestrian Improvements	This project includes pedestrian sidewalk and lighting along the north side of Evergreen Street and a widening of the sidewalk on the west side of Highland Avenue under the 210 freeway underpass. This project is funded through an ATP cycle 4 grant. Construction is mostly completed. The Highland underpass sidewalk (west side) is scheduled for July. The scheduled completion date is August 2024.
Royal Oaks Annexation	The process has started to annex the Human Good's Royal Oaks senior living facility to the City. Rincon Consultants have been hired to assist Staff in processing the annexation and to complete the environmental work. This project also includes a general plan amendment and zoning change. Rincon has started the preparation of the environmental document. The entire process will take 8-12 months and should be in the public hearing process by late 2024.
<u>DEVELOPMENT</u>	
Solana at Duarte Station 1750 Fasana Road	MBK is building Solana, a 292-unit apartment building. This building will also be the location of the "Duarte Station" sign that will be an icon, located on the roof of the building. The revised completion date is 2025.
BP Charging Station	At its December meeting, the Planning Commission approved a new EV charging station on the property at the northeast corner of Huntington Drive and Bradbourne. This is a new style of charging station that includes several charging spaces and a lounge area for customers that are waiting for their vehicles to charge. Building plans are in plan check.
Wyndham Hawthorn Suites Hotel (1230 Huntington Drive)	This is a two-phase project with a total of 178 rooms with 72 in the first phase. The first plan check was returned to the Architect in early May 2022. The second plan check was resubmitted for review in March 2023. Several clarifications and minor revisions were needed. The third plan check has been completed. There are a few minor revisions required but plans are nearing completion.
City of Hope General Projects	Working with the City of Hope on various projects in process, such as: Duarte Outpatient Clinic (DOC) is nearing completion and should be finished by Summer 2024. It is an 8 story, 350,000 square foot building. The Central Utility Plant reconstruction is in process and will be completed by Summer 2025 (it is located in the Irwindale portion of the property).

PROJECT/PROGRAM	STATUS
Westminster Gardens	Human Good, the owner, plans for a major campus expansion and has recently filed an application. The City hired MIG to assist in the preparation of the specific plan amendment and EIR. The request is for this expansion to accommodate up to 600 total units; this includes assisted living and memory care units, and mixed use. This project will take 12+ months, but Staff has had kick off meetings with the consultant and HumanGood and there is positive progress.
928 Huntington Dr.	The old commercial building, apartments and billboard have been demolished and permits are ready to be issued. A 16 unit apartment development has been approved for the property. Permits have been issued and construction has started.
<u>PUBLIC WORKS</u>	
Encanto Park Infiltration Project	In feasibility and early design phase. Initial plan is to locate structure in the park area under the soccer field . Now that the JPA has been formed to manage construction and maintenance, the project can move forward. The design is at 60% now and the JPA will be working on developing a budget. When a final budget estimate is completed and the plans are at 90% completion or more, City Staff and the JPA will provide City Council an update and City Staff and the JPA will start public outreach.
Annual Pavement Repair	The 2023-2024 project is currently in preliminary design. Bid opening was scheduled for a May bid process but no bids were submitted. Staff will revise the bid proposal and rebid the process.
Annual Street Project	The 2023-2024 street project is planned for winter/spring 2024. An award of design contract was approved at the September 26 meeting. Project started on May 27 and is underway. Completion by late June.
Cal Trans onramp project	Cal Trans is upgrading curb ramps citywide at freeway onramps. This project is in process.



ITEM: 11.F

Receive and File the Parks and Recreation Department Update

Recommended Action:

Receive and File the Parks and Recreation Department Update.

Attachments:

[11. F - Parks and Recreation Department Update - 06.2024.pdf](#)



PARKS AND RECREATION STATUS REPORT June 2023

PROJECT/PROGRAM		STATUS
<u>YOUTH AND SENIOR PROGRAMS</u>		
Summer Recreation Classes, Swim Lessons, & Camp Registration	There's still time to register for a summer recreation class, swim lesson, or camp! To view the full list of recreation offerings, visit ACCESSDUARTE.COM and then click on the "City News" icon at the top of the web page.	
<u>SPECIAL EVENTS</u>		
Summer Kick Off – 80's Night	The entire community is invited to celebrate the first official day of summer at the Department's annual Summer Kick Off – 80's Night! The event will be held in the Duarte Civic Center parking lot, 1600 Huntington Drive, on Thursday, June 20 from 6 – 9 PM. This totally tubular event will feature free cosmic recreation swim in the Duarte pools, arts & craft stations, vendors, food for purchase, DJ Phil, and live 80's music from <i>The Flashbacks</i> ! For additional information, visit ACCESSDUARTE.COM or contact the Parks and Recreation Department at (626) 357-7931 - No advance registration is required.	
Dive-In Movie at the Duarte Pool	Grab your swimsuit, beach chair, and the whole family for our upcoming Dive-In Movie in the Duarte Pool on June 28 at 7 PM, screening "Teenage Mutant Ninja Turtles." Online registration is now open at ACCESSDUARTE.COM or you may pay at the door, however, space is limited. Recreation swim fees will apply for this event; \$1 for individuals 12 years and under and seniors 55+, and \$2 for individuals 13 years and up.	
Independence Day Celebration & Fireworks Show – July 3	Fireworks will light up the Duarte sky when the City hosts its annual Independence Day Celebration & Fireworks Show on July 3 at the Duarte Sports Park – Upper Baseball Fields, from 6 – 9:30 PM (gates open at 5:30 PM). We invite the entire community to come out early to stake out their spot and enjoy some of LA's best food trucks, food and vendor booths, beer garden, live musical entertainment by Sangria Band and DJ Phil, and a family play area with rides and games. The event will commence with an 18-minute choreographed fireworks show at 9 PM. Additionally, if you don't want to lug your lawn chairs and umbrella to the event, the Department is again offering limited VIP seating. The VIP experience package, which includes one picnic table, umbrella, eight chairs, and snack box for the table, is available for purchase at ACCESSDUARTE.COM. Note, parking around the venue is limited and fills up quickly so again, residents are encouraged to come out early, bike, carpool, or utilize a ride-share service.	

2024 Concert in the Park Series	Join us at Beardslee Park every Monday in July, starting July 8, for a summer experience of picnickers enjoying family, friends, and music under the stars, for free! This year's Summer Concert in the Park Series lineup includes Bruno & the Hooligans on July 8, Vilma Diaz y La Sonora on July 15, Family Style Band on July 22, and Soto the Band on July 29. Lawn activities, inflatable attractions, DJ, food trucks, and vendors start at 6 PM and the headlining band will take the stage from 7 – 9 PM.
<u>CAPITAL IMPROVEMENT PROJECTS</u>	
Beardslee Park Restroom Replacement	The Department received confirmation from the Public Restroom Company that the construction of our new prefabricated restroom is progressing well and tentatively scheduled to be delivered the first full week in the October. Based on this tentative deliver date, demolition of the existing park restroom would start the week of September 16. However, the project's final construction timeline will be confirmed by mid-August.



ITEM: 11.G

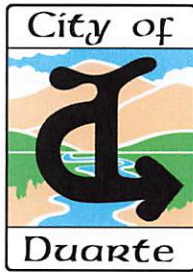
PSA with Lynne Dwyer Landscape Architect for Design Services for the Fish Canyon Falls Restoration Planning Project - Parking Lot & Trailhead

Recommended Action:

Authorize the City Manager to execute the Professional Services Agreement with Lynne Dwyer Landscape Architect in the amount of \$26,000 for design services of the parking lot & trailhead for the Fish Canyon Falls Restoration Planning Project.

Attachments:

[11. G - Staff Report - PSA with Lynne Dwyer Landscape Architect for Design Services for the Fish Canyon Falls Restoration Planning Project - Parking Lot & Trailhead.pdf](#)



Agenda Item: 11G

CM Review: *Scv*

Fiscal Review: *JP*

AGENDA REPORT

MEETING DATE: June 11, 2024

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Professional Services Agreement with Lynne Dwyer Landscape Architect for Design Services for the Fish Canyon Falls Restoration Planning Project –Parking Lot & Trailhead

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to execute this Professional Services Agreement with Lynne Dwyer Landscape Architect in the amount of \$26,000 for design services of the parking lot & trailhead for the Fish Canyon Falls Restoration Planning Project.

FISCAL IMPACT: Proposition 68 (CA Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018) grant funds to cover the cost of services (400-4005-7965).

BACKGROUND

At the end of 2021, the City was awarded funding through the Rivers and Mountains Conservancy (RMC) Proposition 68 California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 grant program for the Fish Canyon Trail Restoration and Access Planning Project, in the amount of \$117,162.00. Part of the grant's work plan and goals includes thirty percent design of the trailhead parking area, which entails parking, an on-site restroom, shuttle stop, and interpretive signage.

DISCUSSION/ANALYSIS

Lynne Dwyer Landscape Architect is committed to a holistic design approach that combines innovative design with sustainability and environmental protection. Their team has extensive experience working collaboratively with municipalities and non-profit organizations and specialize in projects along urban waterways. They have several successful projects along the San Gabriel River, Los Angeles River, Arroyo Seco, Tujunga Wash and Pacoima Wash, including the design and implementation of the Encanto Nature Walk and Bioswale in the City's own Encanto Park.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to execute this Professional Services Agreement with Lynne Dwyer Landscape Architect in the amount of \$26,000 for design services of the parking lot & trailhead for the Fish Canyon Falls Restoration Planning Project.

FISCAL IMPACT

Proposition 68 (CA Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018) grant funds to cover the cost of services (400-4005-7965).

ATTACHMENT

Professional Services Agreement with Lynne Dwyer Landscape Architect

CITY OF DUARTE AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“**Agreement**”) is made and effective as of _____ (“**Effective Date**”), by and between the City of Duarte (“**City**”), and Lynne Dwyer Landscape Architect a Sole proprietor, (“**Consultant**”). City and Consultant may sometimes herein be referred to individually as a “**Party**” and collectively as the “**Parties.**” In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS

2. The City wishes to engage the services of Consultant to provide a site analysis of the existing Fish Canyon Trail trailhead parking area conditions and identify design opportunities and constraints for rehabilitation of the area; including parking, restroom, fencing, shuttle bus stop & shelter, trash can(s), fencing and sculptural gateways as described further in this Agreement. Consultant wishes to provide all such services and has the necessary expertise and competency to provide such services.

3. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until January 31, 2025, or until the tasks listed in the Scope of Services are completed, whichever is later, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the Parties.

4. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, Consultant shall conduct a site assessment, indicating improvement recommendation, one (1) preliminary conceptual plan, with a basis of design report, interpretive design illustrations and guidelines, a preliminary opinion of probable construction costs, and a final conceptual plan laying out the major design elements, along with an electronic data file. The services are more particularly described in the “**Scope of Services,**” which is attached hereto and incorporated herein by this reference as Exhibit A. The services may be referred to herein as the “**Services**” or “**Work.**” In the event of any inconsistency between the terms of Exhibit A and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services, and Consultant is experienced in performing the type of work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant represents that the Services will be performed by Consultant or under its direct supervision, and that all personnel engaged in such Work shall be fully qualified and shall be authorized and

permitted under applicable Federal, State, and local law to perform such Work. Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Services and as required by law

C. The experience, knowledge, capability, and reputation of Consultant, its principals, and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the Services required hereunder; or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) any or all of this Agreement.

D. Consultant shall obtain and maintain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Services required by this Agreement prior to the commencement of Services. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Consultant's performance of the Services, and shall indemnify, defend, and hold harmless City and its elected and appointed officials, boards, members, officers, agents, representatives, employees, and volunteers ("**City Personnel**") against any such fees, assessments, taxes, penalties, or interest levied, assessed, or imposed against City related to the Services.

E. Consultant shall provide all Services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State, or local governmental agency having jurisdiction in effect at the time Service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

F. Consultant shall assume all costs arising from the use of patented or copyrighted materials, including, but not limited to, equipment, devices, processes, and software programs, used or incorporated in the Services or Work performed by Consultant under this Agreement. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

G. Consultant shall not subcontract the performance of any of the Services without the prior written approval of City.

H. The Parties have determined that prevailing wage laws do not apply to this Agreement because the Services do not include construction, alteration, demolition, installation, or repair work or are otherwise exempt under California's prevailing wage laws (California Labor Code section 1720 et seq.). Notwithstanding the foregoing, it is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all "public works" (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of California Labor Code section 1781, as the same may be amended from time to time, and/or any other similar law. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from and against any liability, loss, damage, cost,

or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, State, and/or Federal law, including, without limitation, any applicable Federal and/or State labor laws (including, without limitation, the requirement to pay State prevailing wages and hire apprentices); (ii) the implementation of California Labor Code section 1781, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing the Services on Consultant's behalf to provide any required disclosure or identification as required by California Labor Code section 1781, as the same may be amended from time to time, or any other similar law.

5. MANAGEMENT

City's Director of Parks and Recreation shall represent City in all matters pursuant to the administration of this Agreement and review the Services performed by Consultant. The City Manager shall have the authority, subject to the limitations set forth in Paragraph 5, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be Lynne Dwyer, LEED Accredited Professional, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

6. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed \$26,000.00, based on the Scope of Services set forth in Exhibit A.

B. Consultant shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance, and in writing, by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given. Unless otherwise agreed to by the Parties in writing, all provisions in this Agreement applicable to Consultant's performance of the Services shall also apply to any additional services.

C. Consultant shall be paid monthly and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual Services performed. Invoices shall include billings for all charges, including authorized direct costs incurred by Consultant during the month covered by the invoice. Consultant shall be paid on the next regular Council warrant after all required paperwork is submitted. If City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly invoice/report stating the basis for such dispute.

7. SUSPENSION OR TERMINATION OF AGREEMENT

A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Consultant. Upon receipt of said notice, Consultant shall immediately cease all Work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this

subparagraph (A), Consultant shall submit a final invoice/report to City pursuant to Paragraph 4, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant to have timely performed the Services set forth in Exhibit A. In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (A), City may first serve upon Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. If Consultant fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this subparagraph (A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy such default, which remedy will cause the notice of termination to no longer apply, and this Agreement to continue in effect.

8. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Services under this Agreement. Consultant shall maintain adequate records of Services provided in sufficient detail to produce an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement ("**Work Product**") shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. Consultant shall provide such items to City promptly upon completion of this Agreement. City acknowledges that such Work Product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the Services or Work under this Agreement, or for any other use or purpose, without written verification or adaptation by Consultant. Any such use, reuse, or any modification of the Work Product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents, and other materials prepared by Consultant in the performance of Services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

9. INDEMNIFICATION

A. To the fullest extent permitted by law, except as set forth in subparagraph (B), Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold harmless City and City Personnel from and against any and all claims, actions, suits, claims, demands, judgments, attorneys' fees, costs, damages, losses, penalties, obligations, expenses, or liabilities ("**Claims**") that may be asserted or claimed by any person or entity arising out of, or pertaining to, Consultant's negligence, recklessness, or willful misconduct, whether or not there is concurrent active or passive negligence on the part of City and/or any City Personnel, but excluding any Claims arising from the sole negligence or willful misconduct of City or any City Personnel. Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorneys' fees incurred in connection therewith. Consultant shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities. In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the Work being performed or Services being provided under this Agreement, Consultant shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorneys' fees and expert witness fees. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury, or arbitrator having made a determination of Consultant's percentage of fault, the Parties agree to mediation with a neutral third-party to determine Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost requirement owed to City.

B. The provisions of this subparagraph (B) apply only if Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional," within the meaning of Section 2782.8(c), then notwithstanding subparagraph (A), to the fullest extent permitted by law (including, without limitation, California Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel acceptable to City), indemnify, and hold harmless City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or Service for or on behalf of City under this Agreement. Such obligations to defend, hold harmless, and indemnify City or any City Personnel, shall not apply to the extent that such Claims are caused, in part, by the sole negligence or willful misconduct of City or City Personnel. Consultant's cost to defend City and/or City Personnel against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to California Civil Code section 2782.8(a), in the event that one

or more of the defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City Personnel under this subparagraph (B), Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

C. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Consultant's negligent acts, errors, omissions, or willful misconduct, in performing or failing to perform Consultant's obligations under this Agreement. City in its sole and absolute discretion, may withhold any payment due to Consultant, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Consultant's obligation to pay City any sums Consultant owes City.

10. INSURANCE

Without limiting Consultant's indemnification obligations of City as set forth in this Agreement, and prior to the commencement of Work, Consultant shall obtain, provide, and maintain, at its own expense, during the entire term of this Agreement including any extension thereof, policies of insurance of the type and amounts described in Exhibit B and in a form satisfactory to City.

A. No Work or Services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance evidencing the required insurance coverages and said Certificates of Insurance are reasonably approved by City. Certificates are to reflect that the insurer will provide thirty (30) days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, Consultant shall, prior to the cancellation date, submit new evidence of insurance.

B. The provisions of any workers' compensation or similar law will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials, and agents.

C. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

D. The City's Director of Administrative Services shall have the authority to adjust or amend the insurance requirements in Exhibit B of this Agreement so long as such amendment or adjustment is agreed to in writing by the Parties.

11. INDEPENDENT CONTRACTOR

A. Consultant is and shall at all times remain as to City a wholly independent contractor. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

B. No City-provided employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

12. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of City in connection with the award, terms, or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any Work to be conducted as a result of this Agreement. Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

13. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for Work to be performed in connection with the Services performed under this Agreement.

14. COVENANT AGAINST DISCRIMINATION

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, gender,

gender identity, gender expression, physical or mental disability, age, military status, marital or familial status, sexual orientation, national origin, or ancestry.

15. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

No City Personnel shall be personally liable to Consultant, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

16. NOTICES

Any notices which either Party may desire to give or may be required to give to the other Party under this Agreement must be in writing and may be given either by (a) personal service; (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery; or (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice:

If to City: City of Duarte
 Department of Parks & Recreation
 Attn: Manuel Enriquez
 1600 Huntington Drive
 Duarte, California 91010

If to Consultant: Lynne Dwyer Landscape Architect
 Attn: Lynne Dwyer
 2616 Figueroa Street, Suite A
 Los Angeles, CA 90065

17. GOVERNING LAW; ATTORNEYS' FEES; LITIGATION MATTERS

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing Party shall be entitled to recover from the non-prevailing Party all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the Parties concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

18. RIGHTS AND REMEDIES ARE CUMULATIVE; WAIVER

A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

B. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

19. SEVERABILITY

If any portion of this Agreement is found by a court of competent jurisdiction to be invalid, void, illegal, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way affect, impair, or invalidate any other term, covenant, or condition, or provision contained in this Agreement. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to give effect to the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be performed as originally contemplated to the greatest extent possible.

20. INTERPRETATION; ENTIRE AGREEMENT

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, relating to the obligations of the Parties described in this Agreement, are merged into this Agreement and shall be of no further force or effect.

21. CONFLICTS OF INTEREST

Consultant represents, warrants, and covenants that he, she, or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of Consultant's obligations and responsibilities under this Agreement. Consultant further agrees that while this Agreement is in effect, Consultant shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of Consultant's obligations and responsibilities under this Agreement. Consultant acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Consultant to be a "consultant" as that term is defined by the Political Reform Act. In the event City makes such a determination, Consultant agrees to complete and file a "Statement of Economic Interest" with the City Clerk to disclose such financial interests as

required by City. In such event, Consultant further agrees to require any other person doing Work under this Agreement to complete and file a “Statement of Economic Interest” to disclose such other person’s financial interests as required by City.

22. NO THIRD-PARTY BENEFICIARIES

This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

23. PARAGRAPH HEADINGS AND SUBHEADINGS

The paragraph headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

24. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

25. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the Parties represent and warrant that (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound.

26. CITY MANAGER AUTHORITY

City’s City Manager shall have the authority to make non-material changes, non-material amendments, or clerical edits to this Agreement on behalf of the City.

[Signatures on following page.]

IN WITNESS WHEREOF, the City Council of the City of Duarte caused the Agreement to be subscribed by its Mayor or City Manager and said Consultant has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

City Manager

Date: _____

CONSULTANT

LYNNE DWYER
LANDSCAPE ARCHITECT

By:  _____

Its: LYNNE DWYER, OWNER

Date: 5-24-2024

ATTEST

City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

Scope of Services

PROJECT UNDERSTANDING

The City of Duarte is leading an effort to restore access to Fish Canyon Falls. A partnership has been established with the non-profit organization Nature for All to provide community outreach and planning support. A parking area has been designated on land which lies within the City of Azusa boundary. The parking lot location lies within the industrial Vulcan mining facility and the quarries operations present challenges for planning and implementation. A program has been defined for the trailhead parking area that includes parking, restroom, fencing, shuttle bus stop & shelter, trash can(s), fencing and sculptural gateway. LDLA will perform site visits to analysis existing conditions and to identify design opportunities and constraints.

SITE SURVEY

LDLA will subcontract to On-Line Engineering to prepare a topographic graphic survey for the 2 acre project area. The field survey will be performed to measure the above ground features within the delineated areas. If accessible, items to be measure include: Buildings, walls, fences, trees (4"dia. and above), above ground utilities, elevations throughout and other pertinent site culture. The survey will be tied to the California Coordinate System (NAD38). This does not include a boundary analysis or the setting of property corner markers.

SCHEMATIC DESIGN - 30% DESIGN DOCUMENTS

Schematic Design Documents will be developed to define and illustrate the intent, character and scope of the project. This work will lay out the major design elements of the project and refine the project budget and timeline. The schematic design for the trailhead parking area will include passenger vehicle parking, restroom building, fencing, shuttle bus stop with shelter, trash can(s), fencing and sculptural gateway.

BASIS OF DESIGN REPORT

LDLA shall prepare a Basis of Design Report (BDR) to document understanding and compliance with the program for the facility. The report shall articulate the rationale and justification for the proposed design solutions. The report shall include description of design elements, materials, and infrastructure requirements. The design will incorporate approved user requirements and general methods of construction. The BDR report will address the proposed restroom structure, type of construction, costs, infrastructure requirements and availability of utilities.

SPATIAL ELEMENT DRAWINGS AND ILLUSTRATIONS

Drawings, sketches photos and/or illustrations will be provided to support the proposed design concepts. These illustrative concept images will be incorporated into the Basis of Design Report.

INTERPRETIVE DESIGN

Lynne Dwyer is an artist and naturalist and designs interpretive installations including signage, site furnishings and gateways. LDLA will develop an Interpretive Design Guideline memo which will be incorporated into the Basis of Design Report.

PROJECT COST ESTIMATE

LDLA will develop a project cost estimate that reflects the Schematic Design plan.

PROJECT SCHEDULE

LDLA will update the project schedule, indicating the timeline for design production, permitting and construction.

EXHIBIT B

Insurance Requirements

A. Insurance Required

(1) Commercial General Liability insurance in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage.

(2) Automobile Insurance covering bodily injury and property damage for all activities of Consultant arising out of or in connections with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles in an amount not less than \$1,000,000 combined single limit for each accident.

(3) Workers' Compensation Insurance providing statutory benefits as required by California law.

(4) Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors, or omissions of Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the Effective Date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

B. All insurance policies required hereunder, except the workers' compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of A- or better and a minimum financial size VII in accordance with the latest edition of Best's Key Rating Guide.

(2) The policies shall be endorsed to name City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability; and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.

(4) City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days' advance written notice of such change.

C. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from Consultant's operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.



ITEM: 11.H

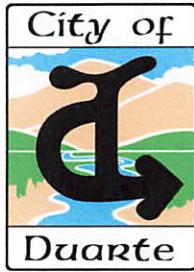
Real Estate Advisory Services Contract

Recommended Action:

Authorize the City Manager to Sign a Professional Services Agreement with Lee & Associates for Real Estate Advisory Services for Fiscal Year 2024-2025.

Attachments:

[11.H - Staff Report - Real Estate Advisory Services Contract.pdf](#)



Agenda Item: 11H
CM Review: BCU
Fiscal Review: JP

AGENDA REPORT

MEETING DATE: June 11, 2024

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Real Estate Advisory Services Contract

RECOMMENDATION: That the City Council authorize the City Manager to Sign a Professional Services Agreement with Lee & Associates for Real Estate Advisory Services for Fiscal Year 2024-2025

FISCAL IMPACT: This item is included in the Fiscal Year 2024-2025 General Fund budget. The proposed contract has an \$80,000 not to exceed amount, so the fiscal impact may be up to that amount. Services are provided on an as needed basis

BACKGROUND

For the past three months, Staff has been working with Dan Bacani and Jodi Shoemake of Lee & Associates on developing an aggressive plan to encourage the development of Town Center North (formerly Big Lots Center) and Town Center South (Grocery Outlet Center). There has been positive progress in making contact with current property owners, potential future tenants and possible developers.

Mr. Bacani and Ms. Shoemake recently attended the International Council of Shopping Centers (ICSC) conference with City representatives and were very helpful in making positive contacts. They are founding principals of the Pasadena office of Lee & Associates and understand the Duarte market very well.

DISCUSSION/ANALYSIS

One of the top City Council goals is to encourage improvement of the Town Center North shopping center. At minimum, improvement includes a comprehensive façade upgrade, parking lot and landscape improvement and new maintenance covenants to ensure quality long term maintenance. The goal of this improvement is not only to aesthetically improve a major local intersection but also to encourage new quality tenants in the center. In the past few years, the center has lost Rite Aid, Big Lots and 99 Cents Only. Recently, the Top One restaurant has also closed. As of today, the center is approximately 70% vacant. The City owns the two corner lots and has limited development ability because the City property does not have adequate shared parking and access

rights. The shopping center currently has four property owners, not including the City. The Town Center South shopping center has few vacancies, but the majority of the shopping center is in dire need of a major aesthetic upgrade. In addition to the Town Center area, Lee & Associates will also assist the City on any real estate and marketing related issue within the City. However, for now the primary focus will be the Town Center area.

The proposed contract with Lee & Associates is for a 12 month period and will allow current progress to continue. Mr. Bacani and Ms. Shoemake have excellent contacts in the industry and act as an extension of Staff in making contacts with property owners and potential tenants. In addition to this work, the contract also provides the City access to real estate related research information, real estate reports and consumer data that will help to market Duarte. Staff feels that in this next 12 month period that the City will see significant progress towards the goal.

RECOMMENDATION

That the City Council authorize the City Manager to Sign a Professional Services Agreement with Lee & Associates for Real Estate Advisory Services for Fiscal Year 2024-2025.

FISCAL IMPACT

This item is included in the Fiscal Year 2024-2025 General Fund budget. The proposed contract has an \$80,000 not to exceed amount, so the fiscal impact may be up to that amount. Services are provided on an as needed basis.

ATTACHMENTS

Professional Services Agreement
Lee & Associates Proposal

CITY OF DUARTE AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“**Agreement**”) is made and effective as of July 1, 2024 (“**Effective Date**”), by and between the City of Duarte (“**City**”), and Lee & Associates, (“**Consultant**”). City and Consultant may sometimes herein be referred to individually as a “**Party**” and collectively as the “**Parties**.” In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS

The City wishes to engage the services of Consultant to real estate consulting services as described further in this Agreement. Consultant wishes to provide all such services and has the necessary expertise and competency to provide such services.

2. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until June 30, 2025, or until the tasks listed in the Scope of Services are completed, whichever is later, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the Parties.

3. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, Consultant shall provide services more particularly described in the “**Scope of Services**,” which is attached hereto and incorporated herein by this reference as Exhibit A. The services may be referred to herein as the “**Services**” or “**Work**.” In the event of any inconsistency between the terms of Exhibit A and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services, and Consultant is experienced in performing the type of work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant represents that the Services will be performed by Consultant or under its direct supervision, and that all personnel engaged in such Work shall be fully qualified and shall be authorized and permitted under applicable Federal, State, and local law to perform such Work. Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Services and as required by law

C. The experience, knowledge, capability, and reputation of Consultant, its principals, and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City’s sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or

in part the Services required hereunder; or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) any or all of this Agreement.

D. Consultant shall obtain and maintain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Services required by this Agreement prior to the commencement of Services. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Consultant's performance of the Services, and shall indemnify, defend, and hold harmless City and its elected and appointed officials, boards, members, officers, agents, representatives, employees, and volunteers ("**City Personnel**") against any such fees, assessments, taxes, penalties, or interest levied, assessed, or imposed against City related to the Services.

E. Consultant shall provide all Services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State, or local governmental agency having jurisdiction in effect at the time Service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

F. Consultant shall assume all costs arising from the use of patented or copyrighted materials, including, but not limited to, equipment, devices, processes, and software programs, used or incorporated in the Services or Work performed by Consultant under this Agreement. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

G. Consultant shall not subcontract the performance of any of the Services without the prior written approval of City.

H. The Parties have determined that prevailing wage laws do not apply to this Agreement because the Services do not include construction, alteration, demolition, installation, or repair work or are otherwise exempt under California's prevailing wage laws (California Labor Code section 1720 et seq.). Notwithstanding the foregoing, it is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all "public works" (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of California Labor Code section 1781, as the same may be amended from time to time, and/or any other similar law. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from and against any liability, loss, damage, cost, or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, State, and/or Federal law, including, without limitation, any applicable Federal and/or State labor laws (including, without limitation, the requirement to pay State prevailing wages and hire apprentices); (ii) the implementation of California Labor Code section 1781, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing the Services on Consultant's behalf to provide any required disclosure or identification as required

by California Labor Code section 1781, as the same may be amended from time to time, or any other similar law.

4. MANAGEMENT

City's Community Development Director shall represent City in all matters pursuant to the administration of this Agreement and review the Services performed by Consultant. The City Manager shall have the authority, subject to the limitations set forth in Paragraph 5, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be Dan Bacani or Jodi Shoemake, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

5. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed Eighty Thousand Dollars (\$80,000), based on the Scope of Services set forth in Exhibit A. With written approval from the City, a contingency may be added to the maximum contract amount if there are unforeseen issues that require additional work.

B. Consultant shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance, and in writing, by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given. Unless otherwise agreed to by the Parties in writing, all provisions in this Agreement applicable to Consultant's performance of the Services shall also apply to any additional services.

C. Consultant shall be paid monthly and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual Services performed. Invoices shall include billings for all charges, including authorized direct costs incurred by Consultant during the month covered by the invoice. Consultant shall be paid on the next regular Council warrant after all required paperwork is submitted. If City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly invoice/report stating the basis for such dispute.

6. SUSPENSION OR TERMINATION OF AGREEMENT

A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Consultant. Upon receipt of said notice, Consultant shall immediately cease all Work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (A), Consultant shall submit a final invoice/report to City pursuant to Paragraph 4, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant to have timely performed the Services set forth in Exhibit A. In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (A), City may first serve upon Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct,

or remedy the default. If Consultant fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this subparagraph (A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy such default, which remedy will cause the notice of termination to no longer apply, and this Agreement to continue in effect.

7. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Services under this Agreement. Consultant shall maintain adequate records of Services provided in sufficient detail to produce an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement ("**Work Product**") shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. Consultant shall provide such items to City promptly upon completion of this Agreement. City acknowledges that such Work Product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the Services or Work under this Agreement, or for any other use or purpose, without written verification or adaptation by Consultant. Any such use, reuse, or any modification of the Work Product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents, and other materials prepared by Consultant in the performance of Services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

8. INDEMNIFICATION

A. To the fullest extent permitted by law, except as set forth in subparagraph (B), Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold harmless City and City Personnel from and against any and all claims, actions, suits, claims, demands, judgments, attorneys' fees, costs, damages, losses, penalties, obligations, expenses, or liabilities ("**Claims**") that may be asserted or claimed by any person or entity arising out of, or pertaining to, Consultant's negligence, recklessness, or willful misconduct, whether or not there is concurrent active or passive negligence on the part of City and/or any City Personnel, but excluding any Claims arising from the sole negligence or willful misconduct of City or any City Personnel. Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorneys' fees incurred in connection therewith. Consultant shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities. In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the Work being performed or Services being provided under this Agreement, Consultant shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorneys' fees and expert witness fees. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury, or arbitrator having made a determination of Consultant's percentage of fault, the Parties agree to mediation with a neutral third-party to determine Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost requirement owed to City.

B. The provisions of this subparagraph (B) apply only if Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional," within the meaning of Section 2782.8(c), then notwithstanding subparagraph (A), to the fullest extent permitted by law (including, without limitation, California Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel acceptable to City), indemnify, and hold harmless City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or Service for or on behalf of City under this Agreement. Such obligations to defend, hold harmless, and indemnify City or any City Personnel, shall not apply to the extent that such Claims are caused, in part, by the sole negligence or willful misconduct of City or City Personnel. Consultant's cost to defend City and/or City Personnel against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to California Civil Code section 2782.8(a), in the event that one or more of the defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City Personnel under this subparagraph (B), Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

C. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Consultant's negligent acts, errors, omissions, or willful misconduct, in performing or failing to perform Consultant's obligations under this Agreement. City in its sole and absolute discretion, may withhold any payment due to Consultant, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Consultant's obligation to pay City any sums Consultant owes City.

9. INSURANCE

Without limiting Consultant's indemnification obligations of City as set forth in this Agreement, and prior to the commencement of Work, Consultant shall obtain, provide, and maintain, at its own expense, during the entire term of this Agreement including any extension thereof, policies of insurance of the type and amounts described in Exhibit B and in a form satisfactory to City.

A. No Work or Services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance evidencing the required insurance coverages and said Certificates of Insurance are reasonably approved by City. Certificates are to reflect that the insurer will provide thirty (30) days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or canceled for any reason, Consultant shall, prior to the cancellation date, submit new evidence of insurance.

B. The provisions of any workers' compensation or similar law will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials, and agents.

C. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

D. The City's Director of Administrative Services shall have the authority to adjust or amend the insurance requirements in Exhibit B of this Agreement so long as such amendment or adjustment is agreed to in writing by the Parties.

10. INDEPENDENT CONTRACTOR

A. Consultant is and shall at all times remain as to City a wholly independent contractor. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials,

employees, or agents of City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

B. No City-provided employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

11. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of City in connection with the award, terms, or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any Work to be conducted as a result of this Agreement. Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

12. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for Work to be performed in connection with the Services performed under this Agreement.

13. COVENANT AGAINST DISCRIMINATION

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, gender, gender identity, gender expression, physical or mental disability, age, military status, marital or familial status, sexual orientation, national origin, or ancestry.

14. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

No City Personnel shall be personally liable to Consultant, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

15. NOTICES

Any notices which either Party may desire to give or may be required to give to the other Party under this Agreement must be in writing and may be given either by (a) personal service; (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery; (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice; or (d) e-mailing the notice to the e-mail addresses as set forth below:

If to City: City of Duarte
Craig Hensley, Community Development Director
1600 Huntington Drive
Duarte, California 91010

If to Consultant: Lee & Associates
Attn: Dan Bacani or Jodi Shoemake
1055 E. Colorado Blvd. Suite 330
Pasadena, CA 91106

16. GOVERNING LAW; ATTORNEYS' FEES; LITIGATION MATTERS

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing Party shall be entitled to recover from the non-prevailing Party all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the Parties concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

17. RIGHTS AND REMEDIES ARE CUMULATIVE; WAIVER

A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same

or different times, of any other rights or remedies for the same default or any other default by the other Party.

B. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

18. SEVERABILITY

If any portion of this Agreement is found by a court of competent jurisdiction to be invalid, void, illegal, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way affect, impair, or invalidate any other term, covenant, or condition, or provision contained in this Agreement. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to give effect to the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be performed as originally contemplated to the greatest extent possible.

19. INTERPRETATION; ENTIRE AGREEMENT

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, relating to the obligations of the Parties described in this Agreement, are merged into this Agreement and shall be of no further force or effect.

20. CONFLICTS OF INTEREST

Consultant represents, warrants, and covenants that he, she, or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of Consultant's obligations and responsibilities under this Agreement. Consultant further agrees that while this Agreement is in effect, Consultant shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of Consultant's obligations and responsibilities under this Agreement. Consultant acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Consultant to be a "consultant" as that term is defined by the Political Reform Act. In the event City makes such a determination, Consultant agrees to complete and file a "Statement of Economic Interest" with the City Clerk to disclose such financial interests as required by City. In such event, Consultant further agrees to require any other person doing Work under this Agreement to complete and file a "Statement of Economic Interest" to disclose such other person's financial interests as required by City.

21. NO THIRD-PARTY BENEFICIARIES

This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

22. PARAGRAPH HEADINGS AND SUBHEADINGS

The paragraph headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

23. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

24. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the Parties represent and warrant that (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound.

25. CITY MANAGER AUTHORITY

City's City Manager shall have the authority to make non-material changes, non-material amendments, or clerical edits to this Agreement on behalf of the City.

[Signatures on following page.]

IN WITNESS WHEREOF, the City Council of the City of Duarte caused the Agreement to be subscribed by its Mayor or City Manager and said Consultant has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

CONSULTANT

Lee & Associates

Brian Villalobos, City Manager

By: _____

Its: _____

Date: _____

Date: _____

ATTEST

City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

Scope of Services

EXHIBIT B

Insurance Requirements

A. Insurance Required

(1) Commercial General Liability insurance in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage.

(2) Automobile Insurance covering bodily injury and property damage for all activities of Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles in an amount not less than \$1,000,000 combined single limit for each accident.

(3) Workers' Compensation Insurance providing statutory benefits as required by California law.

(4) Employer's Liability Insurance with limits in an amount not less than \$1,000,000.

(5) Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors, or omissions of Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the Effective Date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

B. All insurance policies required hereunder, except the workers' compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of A- or better and a minimum financial size VII in accordance with the latest edition of Best's Key Rating Guide.

(2) The policies shall be endorsed to name City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability;

and (vi) shall not contain any provision or definition that would serve to eliminate so-called “third party action over” claims, including any exclusion for bodily injury to an employee of the insured.

(4) City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days’ advance written notice of such change.

C. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from Consultant’s operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.

May 28, 2024

Craig Hensley
Community Development Director
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

Mr. Hensley:

On behalf of Lee & Associates - Pasadena, Jodi Shoemake and Dan Bacani ("Consultants") as two of the owners of our firm appreciate the opportunity to continue to provide a professional commercial real estate consulting services to the City of Duarte's fiscal year of July 1, 2024 – June 30, 2025.

Please find below the menu of services that we offer:

1. Provide **project-specific** and **general consulting/advisory** services to the City through a time-and-materials contract of **\$350/hr** rounded up to the nearest half-hour with a monthly, net 30 billing cycle which includes fielding questions from Staff regarding market and commercial real estate trends and information and attending public/private meetings on an as needed basis.
 - a. **Town Center North** - Obtain ownership cooperation as it relates to much needed façade and parking lot improvements to the shopping center. Attract an anchor tenant such as an entertainment or brand name grocer who would activate the entire property. Attract a local/regional draw that would occupy the City owned corner property.
 - b. **Town Center South** - Obtain ownership cooperation and potential consolidation as it relates to much needed façade and parking lot improvements to the shopping center.
2. Provide a **Broker Opinion of Value (BOV)** for commercial properties as directed by Staff at a flat rate of **\$1,500 per property**.
3. Supply **real estate related research information** when needed including, but not limited to demographic and psychographic studies; artificial intelligence (AI) driven reporting of the number of visitors and their profiles to specific retail sites within the community, and regional data of commercial real estate trends supplied by respected trade organizations at a flat rate of **\$500 per month** (see attached reports).
4. **Focused reports** including but not limited to a present-day analysis and sales tax revenue potential of a commercial corridor or corner in the City of Duarte. Focused reports can be

provided based on the size and scope of work requested for a flat fee. We are available to discuss the specificity of the project and provide you with said cost in advance of any assignment.

5. Consulting services shall begin in July 1, 2024 and end June 30, 2025 unless the City of Duarte elects to extend the agreement. Total fees incurred through the fiscal year shall not exceed \$80,000.00.
6. Dan Bacani and Jodi Shoemake will be responsible for attendance fees, travel and hotel accommodations for the ICSC 2025 convention in Las Vegas and the Western Region ICSC convention, but will charge time on the aforementioned scheduled for meetings that are attended at the direction of the City.

Please feel free to reach out to either one of us with any questions. **Jodi Shoemake** may be reached at **818-383-5163** or jshoemake@lee-associates.com. You may reach me at **626-242-7790** or dbacani@lee-associates.com.

We look forward to hearing from you and hope to be working with you and the City soon.

Sincerely,



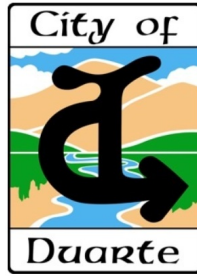
Dan Bacani
Founding Principal
License ID: 01385413



Jodi Shoemake
Founding Principal
License ID: 01833063

AGREED & ACCEPTED:

By: _____
Name Printed: Craig Hensley
Title: Community Development Director
Date: _____



ITEM: 11.I

Approval of City Council Expense Reimbursement

Recommended Action:

Attachments:

[11.I - Memorandum - Council Expense Reimbursement.pdf](#)



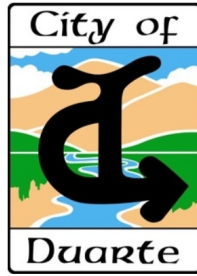
MEMORANDUM

TO: Mayor and Councilmembers
FROM: Annette Juarez, City Clerk
DATE: June 05, 2024
SUBJECT: **APPROVAL OF CITY COUNCIL EXPENSE REIMBURSEMENT**

Mayor Pro Tem Cesar Garcia

May 2, 2024 Lunch for Finance Department

Total: \$140.02



ITEM: 14.A

Fiscal Year 2024/25 Budget Highlights

Recommended Action:

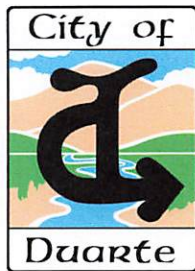
Approve the 2024/25 Budget and Capital Improvement Plan.

Attachments:

[14.A - Staff Report - Fiscal Year 2024 25 Budget Highlights.pdf](#)

[14.A Fiscal Year 2024 25 Budget.pdf](#)

[14.A - Capital Improvement Program FY 2024 25 - 2025 29.pdf](#)



AGENDA REPORT

MEETING DATE: June 11, 2024

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Fiscal Year 2024/25 Budget Highlights

RECOMMENDATION: It is recommended that the City Council approve the 2024/25 Budget and Capital Improvement Plan

FISCAL IMPACT: Total authorized expenditures of \$34,836,400 for FY 2024/25

BACKGROUND

The City Council held a Capital Improvement Project (“CIP”) Workshop on April 23, 2024 and then held the FY 2024/25 Budget Workshop on April 30, 2024. The recommended budget and Capital Improvement Plan aims to include information and general direction that was provided at these two workshops and will be discussed and described in more detail below.

DISCUSSION/ANALYSIS

General Fund

The 2024/25 General Fund budget, as recommended, includes a deficit of \$2,551,400. This means that expenditures are expected to exceed revenues by that amount. The primary impact on the budget is the Council’s direction at the CIP workshop to allocate \$2 million in Special Projects General Funds towards the Huntington Drive Landscape Median project and the Council’s action on May 14, 2024 to allocate \$500,000 towards the new Envision Ford Freeway sign. If this budget were approved as recommended, Unassigned General Fund balance at year-end of 2024/25 would be \$21.67 million, which covers 82% of General Fund expenses.

The details of the recommended budget are described in the narrative below. They are also summarized in attachments to this report.

Revenues:

Total General Fund revenues for 2024/25 are projected to be \$23.7 million, which is \$300,700 more than the 2023/24 estimated actual revenues. This small of a margin reflects the fact that there are very few substantial changes in General Fund revenue. Noteworthy revenue issues are as follows:

- On the positive side Property Tax revenues are expected to increase by \$174,000, Sales Tax revenues are projected to increase by \$149,000 and MVLFF funds are projected to come in at \$131,000 more than 2023/24.

- On the down side, we are projecting that we will have \$152,000 less in grant funds than last fiscal year, \$200,000 less in Plan Check fees and \$150,000 less in Public Safety Fines.

Expenditures:

Total General Fund expenditures are projected to be \$26.3 million. This is \$2.4 million more than 2023/24 estimated actual expenditures. Noteworthy General Fund expenditure issues are as follows:

- The City Manager's budget includes \$111,000 for projected costs of the election services for the November 2024 Council elections and potential cannabis ballot measure.
- Based on the discussions at the Council budget workshop and follow up with the Duarte Chamber of Commerce, the 2024/25 proposed budget includes \$32,000, which will allow the Chamber to maintain existing operations through December 2024. The budget also includes \$25,000 for hiring an outside consultant to conduct a community-wide business assessment, which will be used to present findings and recommendations for a new business plan for Chamber operations.
- The Public Safety budget includes \$45,000 for the installment and operating costs of the new ALPR Camera system. The LA County Sheriff's Contract for fiscal year 2024/25 includes an annual cost increase of 3.06% and liability surcharge of 12.5%, resulting in a \$191,000 increase for the Sheriff's contract.
- The recommended budget for Community Development includes \$2 million for the landscape medians and \$500,000 towards the new freeway sign for the Envision Ford dealership.
- The Parks and Recreation budget includes \$300,000 for Electrical Upgrades needed at the City Yard and City Hall Façade Improvements of \$928,000.
- The Administrative Services budget includes an increase of approximately \$180,000 for the CalPERS retirement unfunded liability payments, which is based on the most recent CalPERS actuarial study.

Other Funds

The following projects are highlights for City funds other than the General Fund that were delayed from 2023/24 and will be funded in 2024/25.

- \$200,000 has been allocated from the Gas Tax fund for a Traffic Study and PS&E for Huntington Drive from City limit to City limit. This will provide the information needed for the City to go out to bid for the massive Huntington Drive street rehabilitation project needed in the upcoming years.
- \$76,000 for the Pickle Ball Court resurfacing was delayed until 2024/25.
- The Watson Recreation Trail improvements are expected to move forward in 2024/25, so we have allocated \$800,000 of the Federal Appropriation grant.
- \$1.1 million of Measure M grant will be carried over for the Highland Promenade project.
- The remaining \$46,000 of grant funds will be used in 2024/25 for the completion of the Fish Cyn trail assessment.
- \$70,000 in Affordable Housing funds have been budgeted for the development of an ADU standard plan design and a SB9 Development guide for duplex and lot splits.

New projects that are funded by Other funds are highlighted below.

- Based on discussion at the Budget Workshop, the proposed budget includes \$170,000 in Measure A grant funds for the Teen Center Outdoor Boxing addition.

- \$40,000 in Gas Tax for Citywide Traffic Counts
- \$1.2 million in SB 1, Measure M & R for the 2024/25 Annual St Rehab Project
- \$150,000 in Measure R for the 2024/25 Annual Concrete Repair
- \$120,000 in Measure R and TDA funds for the 2024/25 Sidewalk Maintenance
- \$70,000 in Gas Tax for the 2024/25 Annual Striping Project
- \$30,000 in Measure R for Safe Routes to School improvements
- \$90,000 in Gas Tax for the 2024/25 Annual Asphalt Repair projects
- \$141,000 in CDBG funds for Annual ADA Ramp projects
- \$150,000 in Measure W for the Hacienda Park Drywell project
- \$185,000 in Public Access Government (PAEG) funds for Community Center AV Upgrades

Based on the direction given at the Budget Workshop, the Teen Center outdoor boxing addition is included in the 2024/25 budget. Staff is gathering details and information on the other possible improvements to Duarte Park including the playground, dog park, parking lot and park building, so that a more detailed discussion of options and funding can be presented at an upcoming Council meeting.

RECOMMENDATION

It is recommended that the City Council approve the 2024/25 Budget and Capital Improvement Plan

FISCAL IMPACT

Total authorized expenditures of \$34,836,400 for FY 2024/25

BUDGET 2024-25

	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25
	Actual	Amended Budget	Est Actual	Recommended
GENERAL FUND				
Revenues:				
Property tax	3,229,402	3,130,000	3,106,000	3,280,000
Sales tax	9,824,985	10,050,000	10,051,000	10,200,000
Franchise tax	1,441,317	1,490,000	1,500,000	1,510,000
Business license tax	388,301	350,000	350,000	370,000
Other taxes	811,779	805,000	820,000	834,000
Building permits	704,858	550,000	550,000	500,000
Other licenses & permits	318,030	327,000	267,000	277,000
Interest	494,597	711,000	718,000	718,000
Other uses of money & property	(107,792)	99,500	115,500	272,500
Motor vehicle in lieu fees	2,782,305	2,960,400	2,969,000	3,100,000
Other intergovernmental	3,112,427	470,600	490,600	338,000
Recreation fees	356,265	318,300	278,800	349,400
Other service charges	1,042,849	847,000	889,000	649,000
Fines & forfeitures	454,635	430,000	450,000	310,000
Miscellaneous revenues	5,868	7,500	5,000	5,000
Reimbursements from other funds	773,738	875,200	877,800	1,025,500
Transfers in from other funds	-	-	-	-
Total Revenues	25,633,565	23,421,500	23,437,700	23,738,400
Expenditures:				
City council	165,669	201,400	201,900	224,700
City manager	923,148	1,059,000	1,051,200	1,061,400
Legal services	428,014	635,000	638,000	540,000
Com. Promotions & memberships	509,494	517,900	518,500	461,700
Public safety	6,839,441	7,274,100	7,271,500	7,639,100
Community development	2,850,004	3,247,300	3,243,900	4,830,300
Field services	1,142,013	1,198,900	1,198,100	994,400
Parks and recreation	1,920,321	2,583,000	2,583,900	2,467,200
Facilities maintenance	1,525,504	1,617,100	1,616,900	2,198,800
Administrative services	4,682,921	4,631,800	4,641,400	4,848,300
Transfers out to other funds	756,957	942,000	942,000	1,023,900
Total Expenditures	21,743,486	23,907,500	23,907,300	26,289,800
Revenues Over (Under) Expenditures	3,890,079	(486,000)	(469,600)	(2,551,400)
Beginning Fund Balance	28,091,285	31,981,364	31,981,364	32,261,800
Estimated Ending Fund Balance	31,981,364	31,495,364	31,511,800	29,710,400
Nonspendable-Land Held for Resale				2,739,000
Restricted - Special Projects				2,649,000
Restricted - Public Art				224,000
Restricted - Development Projects				2,050,000
Restricted - Storm Drain				94,000
Restricted- Pensions				249,000
Committed - Vehicle Replacement				31,000
Unassigned			82%	21,674,400

STATE GASOLINE TAX

Revenues:

Interest	40,616	51,700	97,500	97,500
Gasoline tax	548,865	618,200	616,900	626,700
Total Revenues	589,481	669,900	714,400	724,200

Expenditures:

Miscellaneous projects	555,642	970,000	970,000	1,006,000
Reimbursement to General Fund	111,129	189,000	189,000	201,200
Total Expenditures	666,771	1,159,000	1,159,000	1,207,200

Revenues Over (Under) Expenditures	(77,290)	(489,100)	(444,600)	(483,000)
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Beginning Fund Balance	2,226,873	2,149,583	2,149,583	1,705,000
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Ending Fund Balance	2,149,583	1,660,483	1,705,000	1,222,000
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SB1/RMRA

Revenues:

Interest	17,332	12,200	29,200	29,200
RMRA	483,777	535,800	545,800	583,400
Total Revenues	501,109	548,000	575,000	612,600

Expenditures:

Street Improvements	-	-	-	535,000
Other Capital Improvements	417,484	535,000	535,000	-
Reimbursement to General Fund	83,560	107,000	107,000	107,000
Total Expenditures	501,044	642,000	642,000	642,000

Revenues Over (Under) Expenditures	65	(94,000)	(67,000)	(29,400)
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Beginning Fund Balance	842,603	842,668	842,668	775,700
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Ending Fund Balance	842,668	748,668	775,700	746,300
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LIGHTING AND LANDSCAPE

Revenues:

Transfers in - general fund	536,121	717,900	717,900	803,000
Assessments & other	1,026,146	1,007,300	1,007,300	1,013,300
Total Revenues	1,562,267	1,725,200	1,725,200	1,816,300

Expenditures:

City-wide lighting	403,867	372,900	372,900	424,900
City-wide landscape	850,882	1,028,500	1,028,500	1,060,500
Landscape zones	313,451	373,400	369,500	374,600
Total Expenditures	1,568,200	1,774,800	1,770,900	1,860,000

Revenues Over (Under) Expenditures	(5,933)	(49,600)	(45,700)	(43,700)
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Beginning Fund Balance	102,578	96,645	96,645	50,900
Ending Fund Balance	96,645	47,045	50,900	7,200

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenues:				
Entitlement	638,865	148,000	128,000	141,200
Total Revenues	638,865	148,000	128,000	141,200
Expenditures:				
Street Improvements	-	-	-	-
ADA Improvements	637,103	113,000	113,000	131,200
Other	-	15,000	15,000	10,000
Total Expenditures	637,103	128,000	128,000	141,200
Revenues Over (Under) Expenditures	1,762	20,000	-	-
Beginning Fund Balance	(1,762)	-	-	-
Ending Fund Balance	-	20,000	-	-

PAEG FEES

Revenues:				
Interest Earnings	564	-	-	-
Fees	31,951	33,000	33,000	33,000
Total Revenues	32,516	33,000	33,000	33,000
Expenditures:				
Other Expenses	40,378	10,000	10,000	185,000
Total Expenditures	40,378	10,000	10,000	185,000
Revenues Over (Under) Expenditures	(7,862)	23,000	23,000	(152,000)
Beginning Fund Balance	49,130	41,268	41,268	64,300
Ending Fund Balance	41,268	64,268	64,300	(87,700)

SUPPLEMENTAL LAW ENFORCEMENT

Revenues:				
Interest	655	2,300	2,300	2,300
Entitlement	165,271	186,000	186,000	165,000
Total Revenues	165,926	188,300	188,300	167,300
Expenditures:				
Special events patrol	21,911	24,000	24,000	24,000
Contract law enforcement	144,015	164,300	164,300	143,300

Total Expenditures	165,926	188,300	188,300	167,300
Revenues Over (Under) Expenditures	(0)	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	(0)	-	-	-

BICYCLE & PEDESTRIAN SAFETY

Revenues:				
Interest	-	-	-	-
Entitlement	-	40,000	45,100	23,400
Total Revenues	-	40,000	45,100	23,400
Expenditures:				
Sidewalk improvements	-	45,100	45,100	23,400
Total Expenditures	-	45,100	45,100	23,400
Revenues Over (Under) Expenditures	-	(5,100)	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	(5,100)	-	-

AIR QUALITY MANAGEMENT

Revenues:				
Interest	2,490	3,400	7,400	7,400
Entitlement & Other	35,119	27,000	30,200	28,000
Total Revenues	37,609	30,400	37,600	35,400
Expenditures:				
Vehicles	19,315	37,200	37,200	43,500
Other	-	-	-	-
Reimbursement to General Fund	-	-	-	-
Total Expenditures	19,315	37,200	37,200	43,500
Revenues Over (Under) Expenditures	18,294	(6,800)	400	(8,100)
Beginning Fund Balance	132,541	150,835	150,835	151,200
Ending Fund Balance	150,835	144,035	151,200	143,100

PARK DEVELOPMENT FUND

Revenues:				
Interest	-	-	-	-
Grant Program Rev	19,294	564,000	248,000	514,500
Total Revenues	19,294	564,000	248,000	514,500

Expenditures:				
Park Improvements	9,005	502,000	201,000	468,500
Other	29,097	62,000	28,192	46,000
Total Expenditures	38,102	564,000	229,192	514,500
Revenues Over (Under) Expenditures	(18,808)	-	18,808	-
Beginning Fund Balance	0	(18,808)	(18,808)	-
Ending Fund Balance	(18,808)	(18,808)	-	-

QUIMBY ACT

Revenues:				
Interest	1,214	1,600	3,100	3,100
Assessments	-	-	-	-
Total Revenues	1,214	1,600	3,100	3,100
Expenditures:				
Park improvements	-	-	-	75,100
Total Expenditures	-	-	-	75,100
Revenues Over (Under) Expenditures	1,214	1,600	3,100	(72,000)
Beginning Fund Balance	67,647	68,861	68,861	72,000
Ending Fund Balance	68,861	70,461	72,000	-

TRANSPORTATION - PROPOSITION A

Revenues:				
Interest	18,000	28,000	40,300	40,300
Entitlement	563,991	614,300	614,300	641,200
Other Revenue	19,696	21,000	11,000	10,000
Transfers In	-	-	-	-
Total Revenues	601,687	663,300	665,600	691,500
Expenditures:				
Reimbursement - General Fund	46,800	50,000	60,000	74,600
Transit services	514,403	517,000	432,000	372,900
Total Expenditures	561,203	567,000	492,000	447,500
Revenues Over (Under) Expenditures	40,484	96,300	173,600	244,000
Beginning Fund Balance	908,409	948,893	948,893	1,122,500
Ending Fund Balance	948,893	1,045,193	1,122,500	1,366,500

TRANSPORTATION - PROPOSITION C

Revenues:				
Interest	5,600	7,500	13,400	13,400
Other Revenue	16,115	17,000	9,000	8,000
Entitlement	467,814	509,600	509,600	531,800
Total Revenues	489,529	534,100	532,000	553,200
Expenditures:				
Reimbursement - General Fund	38,100	40,000	45,000	60,500
Transit services	417,723	418,800	343,800	302,500
Total Expenditures	455,823	458,800	388,800	363,000
Revenues Over (Under) Expenditures	33,706	75,300	143,200	190,200
Beginning Fund Balance	227,250	260,956	260,956	404,200
Ending Fund Balance	260,956	336,256	404,200	594,400

MEASURE R LOCAL RETURN

Revenues:				
Interest	17,630	30,300	53,500	53,500
Entitlement	350,760	382,200	382,200	398,900
Total Revenues	368,390	412,500	435,700	452,400
Expenditures:				
Reimbursements	116,814	83,000	75,600	116,000
Capital Improvements	584,068	415,000	378,000	580,000
Total Expenditures	700,882	498,000	453,600	696,000
Revenues Over (Under) Expenditures	(332,492)	(85,500)	(17,900)	(243,600)
Beginning Fund Balance	984,740	652,248	652,248	634,300
Ending Fund Balance	652,248	566,748	634,300	390,700

MEASURE M LOCAL RETURN

Revenues:				
Interest	17,191	10,000	22,400	22,400
Entitlement	396,784	433,100	433,100	452,100
Total Revenues	413,975	443,100	455,500	474,500
Expenditures:				
Reimbursements	-	58,000	58,000	123,000
Capital Improvements	-	290,000	290,000	615,000
Total Expenditures	-	348,000	348,000	738,000
Revenues Over (Under) Expenditures	413,975	95,100	107,500	(263,500)
Beginning Fund Balance	667,985	1,081,960	1,081,960	1,189,500

Ending Fund Balance	1,081,960	1,177,060	1,189,500	926,000
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MEASURE W FUND

Revenues:				
Interest	3,839	600	3,000	3,000
Entitlement	252,208	250,000	254,000	250,000
Total Revenues	256,047	250,600	257,000	253,000
Expenditures:				
Reimbursements	-	-	-	-
Other Expenses	89,764	-	140,000	181,000
Capital Improvements	14,055	230,000	-	150,000
Total Expenditures	103,819	230,000	140,000	331,000
Revenues Over (Under) Expenditures	152,228	20,600	117,000	(78,000)
Beginning Fund Balance	190,757	342,985	342,985	460,000
Ending Fund Balance	342,985	363,585	460,000	382,000

INFRASTRUCTURE MODERNIZATION DEBT SERVICE FUND

Revenues:				
Interest	-	-	-	-
Transfers in	220,837	220,900	220,900	220,900
Total Revenues	220,837	220,900	220,900	220,900
Expenditures:				
Interest expense	59,003	55,100	55,100	51,100
Principal payment	161,834	165,800	165,800	169,800
Other	-	-	-	-
Total Expenditures	220,837	220,900	220,900	220,900
Revenues Over (Under) Expenditures	0	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	0	-	-	-

INCLUSIONARY HOUSING

Revenues:				
Interest	9,484	13,300	24,300	24,300
Assessments	-	-	-	-
Total Revenues	9,484	13,300	24,300	24,300
Expenditures:				
Other expenses	-	-	-	-
Total Expenditures	-	-	-	-

Revenues Over (Under) Expenditures	9,484	13,300	24,300	24,300
Beginning Fund Balance	528,608	538,092	538,092	562,400
Ending Fund Balance	538,092	551,392	562,400	586,700

COMMUNITY IMPROVEMENT

Revenues:				
Interest	13,625	20,600	44,000	4,400
Grant Revenue	28,400	4,733,000	4,733,000	1,933,000
Other Revenue	553,646	234,000	234,000	-
Transfer In	-	-	-	-
Total Revenues	595,671	4,987,600	5,011,000	1,937,400

Expenditures:				
Other Capital Improvements	114,000	4,988,000	4,988,000	1,933,000
Professional Services	-	-	-	-
Total Expenditures	114,000	4,988,000	4,988,000	1,933,000

Revenues Over (Under) Expenditures	481,671	(400)	23,000	4,400
Beginning Fund Balance	330,180	811,851	811,851	834,900
Ending Fund Balance	811,851	811,451	834,900	839,300

HOUSING AUTHORITY

Revenues:				
Interest	35,984	40,200	82,900	82,900
Transfer In Affordable Housing	-	-	-	-
Gain on Sale of Land	-	-	-	-
Other Revenue	39,254	-	-	-
Total Revenues	75,238	40,200	82,900	82,900

Expenditures:				
Meeting Stipends	3,990	5,100	5,100	5,100
Professional Services	8,198	117,600	117,600	115,000
Legal Counsel	-	1,000	-	-
Other	10,140	10,200	10,700	11,500
Total Expenditures	22,328	133,900	133,400	131,600

Revenues Over (Under) Expenditures	52,910	(93,700)	(50,500)	(48,700)
Beginning Fund Balance	2,000,390	2,053,300	2,053,300	2,002,800
Ending Fund Balance	2,053,300	1,959,600	2,002,800	1,954,100

FORMER RDA AFFORDABLE HOUSING AUTHORITY

Revenues:

Interest	56,742	98,900	168,900	168,900
Transfer In Affordable Housing	-	-	-	-
Gain on Sale of Land	-	-	-	-
Other Revenue	-	-	-	-
Total Revenues	56,742	98,900	168,900	168,900

Expenditures:

Meeting Stipends	-	-	-	-
Professional Services	8,495	8,600	8,600	8,600
Legal Counsel	-	-	-	-
Other	-	-	-	-
Total Expenditures	8,495	8,600	8,600	8,600

Revenues Over (Under) Expenditures

48,247	90,300	160,300	160,300
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Beginning Fund Balance

4,051,832	4,100,079	4,100,079	4,260,400
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Ending Fund Balance

4,100,079	4,190,379	4,260,400	4,420,700
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FISCAL YEAR 2024/25 BUDGET

Summary of Revenues, Expenditures, Transfers and Fund Balance

	<u>Fund Balance June 30, 2023</u>	<u>Revenues</u>	<u>Transfers In</u>	<u>Total Available</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Total Deductions</u>	<u>Fund Balance June 30, 2024</u>
GENERAL FUND	32,261,800	23,738,400	0	56,000,200	25,265,900	1,023,900	26,289,800	29,710,400
SPECIAL REVENUE FUNDS								
State Gasoline Tax	1,705,000	724,200	0	2,429,200	1,207,200	0	1,207,200	1,222,000
SB1/RMRA	775,700	612,600	0	1,388,300	642,000	0	642,000	746,300
Landscaping & Lighting	50,900	1,013,300	803,000	1,867,200	1,860,000	0	1,860,000	7,200
Community Dev. Block Grant	0	141,200	0	141,200	141,200	0	141,200	0
Public Access Government Fee	64,300	33,000	0	97,300	185,000	0	185,000	(87,700)
Supplemental Law Enf.	0	167,300	0	167,300	167,300	0	167,300	0
Bicycle & Ped. Safety	0	23,400	0	23,400	23,400	0	23,400	0
Air Quality Mgmt.	151,200	35,400	0	186,600	43,500	0	43,500	143,100
Park Development Grant	0	514,500	0	514,500	514,500	0	514,500	0
Quimby Act	72,000	3,100	0	75,100	75,100	0	75,100	0
Proposition A	1,122,500	691,500	0	1,814,000	447,500	0	447,500	1,366,500
Proposition C	404,200	553,200	0	957,400	363,000	0	363,000	594,400
Measure R	634,300	452,400	0	1,086,700	696,000	0	696,000	390,700
Measure M	1,189,500	474,500	0	1,664,000	738,000	0	738,000	926,000
Measure W	460,000	253,000	0	713,000	331,000	0	331,000	382,000
Subtotal	6,629,600	5,692,600	803,000	13,125,200	7,434,700	0	7,434,700	5,690,500
CAPITAL PROJECT FUNDS								
Community Improvement	834,900	1,937,400	0	2,772,300	1,933,000	0	1,933,000	839,300
Inclusionary Housing	562,400	24,300	0	586,700	0	0	0	586,700
Housing Authority	6,263,200	251,800	0	6,515,000	140,200	0	140,200	6,374,800
Subtotal	7,660,500	2,213,500	0	9,874,000	2,073,200	0	2,073,200	7,800,800
DEBT SERVICE FUNDS								
Infrastructure Modernization	0	0	220,900	220,900	220,900	0	220,900	0
Subtotal	0	0	220,900	220,900	220,900	0	220,900	0
TOTAL ALL FUNDS	43,970,892	32,342,700	841,400	77,154,992	33,995,000	841,400	34,836,400	42,318,592

	FY 2022-23 ACTUAL	FY 2023-24 BUDGET	FY 2023-24 EST. ACTUAL	FY 2024-25 BUDGET
GENERAL FUND				
Taxes	15,695,784	15,825,000	15,827,000	16,194,000
Licenses and Permits	1,022,888	877,000	817,000	777,000
Fines and Forfeitures	454,635	430,000	450,000	310,000
Use of Money and Property	386,805	810,500	833,500	990,500
Intergovernmental - State	5,894,732	3,431,000	3,459,600	3,438,000
Service Charges - Parks and Rec.	356,265	318,300	278,800	349,400
Service Charges - Other	1,042,849	847,000	889,000	649,000
Miscellaneous	5,868	7,500	5,000	5,000
Reimbursements	773,738	875,200	877,800	1,025,500
Transfers In	0	0	0	0
Subtotal	25,633,564	23,421,500	23,437,700	23,738,400
SPECIAL REVENUE FUNDS				
State Gasoline Tax	589,481	669,900	714,400	724,200
SB1/RMRA	501,109	548,000	575,000	612,600
Landscaping & Lighting	1,562,267	1,725,200	1,725,200	1,816,300
Community Development Block Grant	638,865	148,000	128,000	141,200
PAEG Fees	32,516	33,000	33,000	33,000
Supplemental Law Enforcement	165,926	188,300	188,300	167,300
Bicycle and Pedestrian Safety	0	40,000	45,100	23,400
Air Quality Management	37,609	30,400	37,600	35,400
Park Development Grant	19,294	564,000	248,000	514,500
Quimby Act	1,214	1,600	3,100	3,100
Transportation - Prop A	601,687	663,300	665,600	691,500
Transportation - Prop C	489,529	534,100	532,000	553,200
Measure R	368,390	412,500	435,700	452,400
Measure M	413,975	443,100	455,500	474,500
Measure W	256,047	250,600	257,000	253,000
Subtotal	5,677,909	6,252,000	6,043,500	6,495,600
CAPITAL PROJECT FUNDS				
Community Improvement	595,671	4,987,600	5,011,000	1,937,400
Inclusionary Housing	9,484	13,300	24,300	24,300
Housing Authority	131,980	139,100	251,800	251,800
Subtotal	737,135	5,140,000	5,287,100	2,213,500
DEBT SERVICE FUNDS				
Town Center Debt Service	0	0	0	0
Infrastructure Modernization	220,837	220,900	220,900	220,900
Subtotal	220,837	220,837	220,837	220,837
Total All Funds	32,269,445	35,034,337	34,989,137	32,668,337

	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25
	ACTUAL	BUDGET	EST. ACTUAL	BUDGET
GENERAL FUND				
City Council	165,669	201,400	201,900	224,700
City Manager/City Clerk	923,148	1,059,000	1,051,200	1,061,400
Legal Services	428,014	635,000	638,000	540,000
Comm. Promotions & Memberships	509,494	517,900	518,500	461,700
Public Safety	6,839,441	7,274,100	7,271,500	7,639,100
Community Development	2,850,004	3,247,300	3,243,900	4,830,300
Field Services & Sports Park	1,142,013	1,198,900	1,198,100	994,400
Parks and Recreation	1,920,321	2,583,000	2,583,900	2,467,200
Facilities Maintenance	1,525,504	1,617,100	1,616,900	2,198,800
Administrative Services	4,682,921	4,631,800	4,641,400	4,848,300
Transfers Out	756,957	942,000	942,000	1,023,900
Subtotal	21,743,486	23,907,500	23,907,300	26,289,800
SPECIAL REVENUE FUNDS				
State Gasoline Tax	666,771	1,159,000	1,159,000	1,207,200
SB1/RMRA	501,044	642,000	642,000	642,000
Landscaping & Lighting	1,568,200	1,774,800	1,770,900	1,860,000
CDBG	637,103	128,000	128,000	141,200
PAEG Fees	40,378	10,000	10,000	185,000
Supplemental Law Enforcement	165,926	188,300	188,300	167,300
Bicycle and Pedestrian Safety	0	45,100	45,100	23,400
Air Quality Management	19,315	37,200	37,200	43,500
Park Development Grant	38,102	564,000	229,192	514,500
Quimby Act	0	0	0	75,100
Transportation - Prop A	561,203	567,000	492,000	447,500
Transportation - Prop C	455,823	458,800	388,800	363,000
Measure R	700,882	498,000	453,600	696,000
Measure M	0	348,000	348,000	738,000
Measure W	103,819	230,000	140,000	331,000
Subtotal	5,458,566	6,650,200	6,032,092	7,434,700
CAPITAL PROJECTS FUND				
Community Improvement	114,000	4,988,000	4,988,000	1,933,000
Inclusionary Housing	0	0	0	0
Housing Authority	30,823	142,500	142,000	140,200
Subtotal	144,823	5,130,500	5,130,000	2,073,200
DEBT SERVICE FUNDS				
Town Center Debt Service	0	0	0	0
Infrastructure Modernization	220,837	220,900	220,900	220,900
Subtotal	220,837	220,900	220,900	220,900
Total All Funds	27,567,712	35,909,100	35,290,292	36,018,600

	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
CITY MANAGER/CITY CLERK				
City Manager	1.00	0.00	1.00	0.00
City Clerk	1.00	0.00	1.00	0.00
Assistant to the City Manager	1.00	0.00	1.00	0.00
Management Aide	1.00	0.00	1.00	0.00
Deputy City Clerk	1.00	0.00	1.00	0.00
Department Total	5.00	0.00	5.00	0.00
PUBLIC SAFETY				
Director of Public Safety Services	1.00	0.00	1.00	0.00
Public Safety Manager	1.00	0.00	1.00	0.00
Sr Code Compliance/Animal Control Off.	2.00	0.00	2.00	0.00
Code Compliance/Animal Control Off.	1.00	0.00	1.00	0.00
Crime Prevention Specialist	0.75	0.00	0.75	0.00
Public Safety Outreach Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Clerk/Typist Receptionist	1.00	0.00	1.00	0.00
Community Services Officer	0.00	3.50	0.00	3.50
Animal Control Officer	0.00	1.00	0.00	1.00
College Intern	0.00	1.00	0.00	1.00
Department Total	8.75	5.50	8.75	5.50
PARKS & RECREATION				
Director of Parks & Recreation	1.00	0.00	1.00	0.00
Recreation Manager	0.00	0.00	1.00	0.00
Recreation Supervisor	4.00	0.00	4.00	0.00
Recreation Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Recreation Specialist	0.00	1.50	0.00	1.50
Recreation Leader/Cashier	0.00	11.25	0.00	11.25
Aerobic Instructor	0.00	0.50	0.00	0.50
Pool Manager	0.00	0.50	0.00	0.50
Lifeguard/Instructor	0.00	3.25	0.00	3.25
Computer Lab Instructor	0.00	0.50	0.00	0.50
Boxing Trainer	0.00	0.75	0.00	0.75
Assistant Boxing Trainer	0.00	1.25	0.00	1.25
Department Total	7.00	19.50	8.00	19.50

	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
FACILITY MAINTENANCE				
Facilities Maintenance Supervisor	1.00	0.00	1.00	0.00
Custodian	0.00	5.50	0.00	5.50
Department Total	1.00	5.50	1.00	5.50
COMMUNITY DEVELOPMENT				
Director of Community Development	1.00	0.00	1.00	0.00
Planning Manager	1.00	0.00	1.00	0.00
Associate Planner	2.00	0.00	2.00	0.00
Public Works Manager	1.00	0.00	1.00	0.00
Assistant Civil Engineer	2.00	0.00	2.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Building Permit Technician	1.00	0.00	1.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	9.00	0.50	9.00	0.50
FIELD SERVICES				
Field Services Manager	1.00	0.00	1.00	0.00
Maintenance Technician	4.00	0.00	4.00	0.00
Senior Maintenance Technician	1.00	0.00	1.00	0.00
Department Total	6.00	0.00	6.00	0.00
ADMINISTRATIVE SERVICES				
Asst. City Manager/Dir.of Admin Services	1.00	0.00	1.00	0.00
Financial Services Manager	1.00	0.00	1.00	0.00
Transportation Supervisor	1.00	0.00	1.00	0.00
Accountant	1.00	0.00	1.00	0.00
Accounting Specialist	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Human Resources Specialist	1.00	0.00	1.00	0.00
Payroll Specialist	1.00	0.00	1.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	8.00	0.50	8.00	0.50
CITY TOTAL	44.75	31.50	45.75	31.50

General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Taxes					
100-4001	General Property Tax	3,229,402	3,130,000	3,106,000	3,280,000
100-4002	Sales and Use Tax - 19061	5,677,743	6,000,000	5,851,000	5,900,000
100-4003	Franchise Tax	1,441,317	1,490,000	1,500,000	1,510,000
100-4004	Business License Tax	388,301	350,000	350,000	370,000
100-4005	Transient Occupancy Tax	736,148	730,000	730,000	734,000
100-4006	Real Property Transfer Tax	75,630	75,000	90,000	100,000
100-4008	Sales and Use Tax - 783	4,147,243	4,050,000	4,200,000	4,300,000
	Total Taxes	15,695,784	15,825,000	15,827,000	16,194,000
Licenses and Permits					
100-4201	Building Permits	704,858	550,000	550,000	500,000
100-4202	Engineering Permits	121,504	150,000	100,000	100,000
100-4203	Industrial Waste Permits	80,479	50,000	50,000	60,000
100-4204	Animal Licenses	61,253	65,000	65,000	65,000
100-4205	Parking Permits	52,889	60,000	50,000	50,000
100-4206	Sign Permits	1,905	2,000	2,000	2,000
	Total Licenses and Permits	1,022,888	877,000	817,000	777,000
Fines and Forfeitures					
100-4301	Traffic Fines	29,130	20,000	20,000	25,000
100-4302	Parking Citations	381,066	275,000	245,000	250,000
100-4303	Other Fines	44,438	135,000	185,000	35,000
	Total Fines and Forfeitures	454,634	430,000	450,000	310,000
Use of Money & Property					
100-4401	Interest Earnings	494,597	711,000	718,000	718,000
100-4402	Community Center Rentals	26,483	23,000	27,000	27,000
100-4403	Swimming Pool Rentals	4,722	9,500	9,500	11,900
100-4404	Other Building Rentals	10,569	11,000	12,000	12,000
100-4405	Chamber Building Rental	6,000	6,000	0	6,000
100-4406	Restroom & Gazebo Rentals	28,520	30,000	27,000	28,000
100-4407	Sports Field Rentals	35,844	45,000	36,000	37,600
100-4408	Property Rental	126,295	150,000	144,000	150,000
100-4411	Interest (GASB 31)	(346,224)	-175,000	-140,000	0
	Total Use of Money & Property	386,806	810,500	833,500	990,500

General Fund Revenues and Reimbursements, *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Intergovernmental					
100-4503	Other Federal Grants	2,633,292	30,000	39,000	0
100-4601	Motor Vehicle License Fees	2,782,305	2,960,400	2,969,000	3,100,000
100-4604	Public Safety Augmentation	158,115	150,000	150,000	160,000
100-4611	Grant Programs	150,000	0	0	0
100-4613	Other State Grants	163,240	285,000	286,000	172,000
100-4615	Recycling Grant	7,780	5,600	5,600	6,000
100-4616	America's Promise Grant	0	0	0	0
100-4618	Local Grants	0	0	10,000	0
	Total Intergovernmental	5,894,732	3,431,000	3,459,600	3,438,000
Service Charges - Parks and Recreation					
100-4801	Adult & Youth Recreation Class Fees	66,428	37,400	40,000	41,300
100-4802	Racquetball Court Fees	3,278	2,100	2,100	2,200
100-4803	Open Swim Fees	16,283	18,000	13,000	17,900
100-4804	Swim Team Fees	22,323	21,900	3,800	14,200
100-4805	Fitness Center Fees	8,101	8,000	4,000	9,800
100-4806	Adult Excursion Fees	28,646	21,000	21,000	27,000
100-4807	Health Membership Fees	34,818	26,600	26,600	31,000
100-4808	Swim Lesson Fees	56,169	49,500	35,000	59,000
100-4809	Sports Program Fees	21,111	21,600	21,600	21,900
100-4810	Teen Center Fees	3,552	3,600	3,800	5,300
100-4811	Boxing Fees	20,468	10,500	20,000	12,700
100-4812	Senior Center Fees	16,948	21,200	21,200	22,200
100-4813	Other Park & Recreation Fees	8,105	8,000	5,000	5,000
100-4814	Teen Excursion Fees	195	2,400	2,400	2,400
100-4815	Day Camp Fees	42,717	60,000	54,000	67,500
100-4816	Senior Recreation Class Fees	7,124	6,500	5,300	10,000
	Total Service Charges - P&R	356,266	318,300	278,800	349,400
Service Charges - Other					
100-4901	Plan Check Fees	288,952	600,000	600,000	400,000
100-4902	Waste Management Fees	79,018	80,000	80,000	86,000
100-4903	Business Lic Application Fees	11,655	11,000	11,000	11,000
100-4904	Zoning Fees	61,648	50,000	50,000	50,000
100-4905	DUI Fees	2,903	1,000	1,000	1,000
100-4907	Auto Impound Fees	3,360	5,000	2,000	1,000
	Total Service Charges - Other	447,536	747,000	744,000	549,000

General Fund Revenues and Reimbursements, *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Miscellaneous					
100-5004	Other Revenue	595,313	100,000	145,000	100,000
100-5005	Taxable Sales	17	0	0	0
100-5006	Concerts in the Park	5,851	7,500	5,000	5,000
	Total Miscellaneous	601,181	107,500	150,000	105,000
Reimbursements					
100-5102	Reimbursements - Gas Tax	111,129	189,000	189,000	201,200
100-5103	Reimbursements - Prop. A & C	84,900	105,000	105,000	135,100
100-5105	Reimb. - Landscaping & Lighting	343,200	343,200	343,200	343,200
100-5106	Reimbursements - Measure R	116,814	83,000	75,600	116,000
100-5107	Reimbursements - AQMD	0	0	0	0
100-5108	Reimbursements - Measure M	0	48,000	58,000	123,000
100-5109	Reimbursements - SB1/RMRA	83,507	107,000	107,000	107,000
100-6911	Transfer In - Other	34,188	0	0	0
	Total Reimbursements	773,738	875,200	877,800	1,025,500
	Total General Fund Revenue	25,633,565	23,421,500	23,437,700	23,738,400

City Council

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1005-7002	Regular Salaries	55,947	47,000	46,200	82,000
	Total Salaries	55,947	47,000	46,200	82,000
Fringe Benefits					
1005-7071	Health Insurance	74,298	99,000	99,800	88,000
1005-7072	Retirement	2,396	2,600	2,600	4,000
1005-7073	Disability Insurance	284	300	300	400
1005-7074	Life Insurance	109	100	100	100
1005-7075	Vision	1,410	1,500	1,500	1,500
1005-7077	Medicare	840	900	900	1,200
1005-7078	Dental	9,503	10,000	10,000	10,000
	Total Fringe Benefits	88,840	114,400	115,200	105,200
	Total Personnel	144,787	161,400	161,400	187,200
Services and Supplies					
1005-7614	Office Supplies	128	3,500	3,500	1,000
1005-7640	Council Expenses - Garcia	3,320	5,000	5,000	5,000
1005-7641	Council Expenses - Martin Del Campo	1,346	5,000	5,000	5,000
1005-7642	Council Expenses - Finlay	3,862	5,000	5,000	5,000
1005-7643	Council Expenses - Truong	2,821	5,000	5,500	5,500
1005-7644	Council Expenses - Schulz	3,144	5,500	5,500	5,000
1005-7648	Council Expenses - Kang	3,239	5,000	5,000	5,000
1005-7650	Council Expenses - Lewis	2,898	5,000	5,000	5,000
1005-7980	Other Expenses	124	1,000	1,000	1,000
	Total Services and Supplies	20,882	40,000	40,500	37,500
	Total City Council	165,669	201,400	201,900	224,700

City Manager/City Clerk

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1010-7002	Regular Salaries	584,819	571,000	570,400	592,000
1010-7003	Part-Time/Temp Salaries	0	0	0	0
1010-7030	Overtime	1,046	2,000	1,000	1,000
	Total Salaries	585,865	573,000	571,400	593,000
Fringe Benefits					
1010-7071	Health Insurance	66,535	71,000	74,500	79,000
1010-7072	Retirement	45,260	65,000	60,000	63,000
1010-7073	Disability Insurance	3,020	3,000	3,000	3,000
1010-7074	Life Insurance	826	1,000	1,000	1,000
1010-7075	Vision	746	800	800	900
1010-7076	Tuition Reimbursement	3,000	0	0	3,000
1010-7077	Medicare	8,313	9,000	8,300	8,600
1010-7078	Dental	4,938	6,000	5,500	5,700
	Total Fringe Benefits	132,638	155,800	153,100	164,200
	Total Personnel	718,503	728,800	724,500	757,200
Services and Supplies					
1010-7610	Travel, Meetings and Conferences	11,403	15,000	15,000	16,700
1010-7612	Publications	11,317	12,000	12,000	12,000
1010-7614	Office Supplies	1,528	2,000	2,000	2,000
1010-7650	Vehicle Maintenance	0	0	500	0
1010-7651	Election Services	66,644	1,000	1,000	111,000
1010-7670	Legal Notices	20,439	20,000	20,000	20,000
1010-7685	Technology Services	34,841	30,200	30,200	32,500
1010-7965	Professional Expenses	39,837	220,000	216,000	85,000
1010-7980	Other Expenses	18,636	30,000	30,000	25,000
	Total Services and Supplies	204,645	330,200	326,700	304,200
	Total City Manager/City Clerk	923,148	1,059,000	1,051,200	1,061,400

Legal Services

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1015-7680	City Attorney	141,370	185,000	188,000	165,000
1015-7682	Labor Counsel	27,493	100,000	100,000	50,000
1015-7684	Code Enforcement	176,737	250,000	250,000	225,000
1015-7686	Other Legal Services	82,413	100,000	100,000	100,000
	Total Services and Supplies	428,013	635,000	638,000	540,000
	Total Legal Services	428,013	635,000	638,000	540,000

Community Promotions and Memberships

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1020-7710	Chamber of Commerce	134,300	119,500	119,500	78,000
1020-7711	Employee Recognition Committee	15,115	14,000	15,000	15,000
1020-7712	Community Information	122,989	148,000	148,000	127,000
1020-7713	Duarte Historical Museum	30,658	18,000	15,000	17,000
1020-7716	Special Community Events	61,539	71,000	71,000	72,500
1020-7717	Route 66 Parade	0	0	0	0
1020-7718	City Newsletter	12,761	0	0	0
1020-7719	Volunteer Recognition	3,841	4,000	3,500	3,500
1020-7720	PEG Channel & Public Access	24,216	41,600	41,600	41,600
1020-7722	City Website	13,544	12,000	14,100	14,800
1020-7724	Post Office Parking	14,696	16,500	18,000	19,000
1020-7726	Council Cablecasting	11,900	13,000	12,000	12,000
1020-7980	Other Expenses	19,705	15,000	15,000	15,000
	Total Services and Supplies	465,264	472,600	472,700	415,400
	Total Community Promotions	465,264	472,600	472,700	415,400
Memberships					
Services and Supplies					
1025-7696	SGV Council of Government	13,891	14,000	14,300	14,500
1025-7698	SCAG	2,567	2,500	2,700	2,800
1025-7699	League of California Cities	10,550	11,000	11,000	11,000
1025-7700	SGV Economic Partnership	2,625	2,700	2,700	2,700
1025-7701	Area D Civil Defense	1,287	1,300	1,300	1,300
1025-7702	National League of Cities	2,064	2,100	2,100	2,200
1025-7703	Contract Cities Association	3,800	4,000	4,000	4,100
1025-7705	LAFCO Membership	663	800	800	800
1025-7706	MADIA	300	300	300	300
1025-7707	LARA membership	6,483	6,600	6,600	6,600
	Total Services and Supplies	44,230	45,300	45,800	46,300
	Total Memberships	44,230	45,300	45,800	46,300
	Total Community Prom. & Member.	509,494	517,900	518,500	461,700

Public Safety Department

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1205-7002	Regular Salaries	892,394	835,000	801,200	870,000
1205-7003	Part-Time/Temp Salaries	133,796	250,000	250,000	246,000
1205-7030	Overtime	26,676	30,000	50,000	62,000
	Total Salaries	<u>1,052,866</u>	<u>1,115,000</u>	<u>1,101,200</u>	<u>1,178,000</u>
Fringe Benefits					
1205-7071	Health Insurance	102,305	100,000	103,100	109,000
1205-7072	Retirement	94,342	105,000	95,000	103,000
1205-7073	Disability Insurance	5,019	3,900	3,900	4,200
1205-7074	Life Insurance	1,288	1,300	1,300	1,400
1205-7075	Vision	1,524	1,700	1,600	1,700
1205-7076	Tuition Reimbursement	3,000	3,000	3,000	3,000
1205-7077	Medicare	15,024	16,000	15,100	16,200
1205-7078	Dental	10,491	12,000	10,600	11,100
	Total Fringe Benefits	<u>232,993</u>	<u>242,900</u>	<u>233,600</u>	<u>249,600</u>
	Total Personnel	<u>1,285,859</u>	<u>1,357,900</u>	<u>1,334,800</u>	<u>1,427,600</u>

Public Safety, Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1205-7610	Travel, Meetings and Conferences	5,297	7,500	7,500	8,500
1205-7612	Publications	2,720	3,500	3,500	4,000
1205-7613	Duplication and Photos	195	2,000	2,200	2,000
1205-7614	Office Supplies	2,978	3,000	3,000	3,000
1205-7615	Emergency Supplies	30,743	30,000	40,000	30,000
1205-7636	Uniforms	1,630	3,500	5,000	4,500
1205-7650	Vehicle Maintenance	33,042	27,000	30,000	35,000
1205-7655	Emergency Services	26,758	29,000	29,000	34,400
1205-7694	Public Safety Commission	183	200	200	200
1205-7760	Homeless Outreach Program	14,656	19,500	24,500	14,500
1205-7761	Parking Ticket Collections	120,581	115,000	100,000	110,000
1205-7762	Parking Pass Kiosk	6,319	7,000	7,000	7,600
1205-7779	Youth Programs	32,307	40,000	60,000	50,000
1205-7780	Animal Control	76,694	92,000	92,000	97,000
1205-7781	Contract Law Enforcement	4,810,698	5,164,500	5,125,300	5,375,800
1205-7782	Crossing Guard Contract	62,130	58,000	75,000	78,000
1205-7783	GAPP Program	106,300	109,000	109,000	99,000
1205-7784	Prisoner Maintenance	0	3,000	3,000	3,000
1205-7787	Public Safety Center Lease	158,211	160,000	165,000	170,000
1205-7814	Nuisance Abatement	0	5,000	5,000	5,000
1205-7823	Code/Animal Control Data System	8,709	10,000	10,000	10,500
1205-7887	Repairs and Maintenance	121	3,500	3,500	3,500
1205-7980	Other Expenses	32,246	20,000	20,000	20,000
	Total Services and Supplies	5,532,518	5,912,200	5,919,700	6,165,500
Capital Outlay					
1205-8030	Other Equipment	21,063	3,000	16,000	45,000
1205-8100	Other Capital Improvements	0	1,000	1,000	1,000
	Total Capital Outlay	21,063	4,000	17,000	46,000
	Total Public Safety	6,839,440	7,274,100	7,271,500	7,639,100

Community Development Department

Community Development

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1405-7002	Regular Salaries	921,802	982,000	936,000	965,000
1405-7003	Part-Time/Temp Salaries	13,956	20,000	22,300	18,400
1405-7030	Overtime	0	0	0	0
	Total Salaries	935,758	1,002,000	958,300	983,400
Fringe Benefits					
1405-7071	Health Insurance	116,180	134,000	155,000	162,000
1405-7072	Retirement	84,769	100,000	96,000	99,200
1405-7073	Disability Insurance	5,246	4,700	4,600	4,800
1405-7074	Life Insurance	1,376	1,600	1,500	1,500
1405-7075	Vision	1,708	2,000	1,900	1,900
1405-7076	Tuition Reimbursement	0	6,000	4,000	4,000
1405-7077	Medicare	13,463	15,000	14,000	14,300
1405-7078	Dental	11,808	12,000	12,600	13,200
	Total Fringe Benefits	234,550	275,300	289,600	300,900
	Total Personnel	1,170,308	1,277,300	1,247,900	1,284,300
Services and Supplies					
1405-7610	Travel, Meetings and Conferences	5,498	8,000	8,000	10,000
1405-7612	Publications	2,460	9,000	9,000	9,000
1405-7613	Duplication and Photos	1,690	3,000	3,000	3,000
1405-7614	Office Supplies	1,914	10,000	10,000	10,000
1405-7650	Vehicle Maintenance	907	3,000	8,000	8,000
1405-7690	Planning Commission	907	6,000	6,000	6,000
1405-7800	Building Department Services	292,741	340,000	363,000	318,000
1405-7801	Industrial Waste Inspections	23,391	25,000	25,000	25,000
1405-7965	Professional Services	231,503	250,000	248,000	165,000
1405-7967	Public Works Inspections	1,200	10,000	10,000	0
1405-7969	City Engineer	105,337	120,000	120,000	120,000
1405-7975	Economic Development Expenses	6,684	745,000	745,000	620,000
1405-7980	Other Expenses	59,558	71,000	71,000	86,000
1405-8100	Other Capital Improvements	945,904	370,000	370,000	2,166,000
	Total Services and Supplies	1,679,694	1,970,000	1,996,000	3,546,000
	Total Community Development	2,850,002	3,247,300	3,243,900	4,830,300

Community Development Department, Continued

Field Services

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1410-7002	Regular Salaries	367,579	378,000	378,000	416,000
1410-7030	Overtime	6,654	8,000	8,000	0
	Total Salaries	374,233	386,000	386,000	416,000
Fringe Benefits					
1410-7071	Health Insurance	83,126	89,000	92,000	94,000
1410-7072	Retirement	32,749	42,000	40,000	43,000
1410-7073	Disability Insurance	2,243	2,000	1,900	2,100
1410-7074	Life Insurance	570	700	700	700
1410-7075	Vision	971	1,100	1,200	1,200
1410-7076	Tuition Reimbursement	685	6,000	6,000	6,000
1410-7077	Medicare	5,405	6,000	5,500	6,000
1410-7078	Dental	6,081	7,000	7,700	8,100
	Total Fringe Benefits	131,830	153,800	155,000	161,100
	Total Personnel	506,063	539,800	541,000	577,100
Services and Supplies					
1410-7610	Travel, Meetings and Conferences	5,275	5,000	5,000	5,000
1410-7612	Publications	1,286	3,000	3,000	3,000
1410-7614	Office Supplies	0	2,000	2,000	2,000
1410-7621	Other Supplies	430	1,500	1,500	1,500
1410-7630	Equipment Rentals	1,288	3,000	3,000	3,000
1410-7636	Uniforms	4,030	7,500	7,500	7,500
1410-7650	Vehicle Maintenance	25,513	30,000	30,000	30,000
1410-7656	Emergency Generator	10,520	10,000	10,000	0
1410-7810	Street Sweeping	1,464	1,500	1,500	1,500
1410-7814	Graffiti Removal	36,713	50,000	50,000	70,000
1410-7815	Brush Clearance	57,734	80,000	80,000	20,000
1410-7887	Repairs and Maintenance	206	3,000	3,000	3,000
1410-7900	Emergency Cleanup/Maintenance	146,329	20,000	20,000	5,000
1410-7980	Other Expenses	19,649	16,000	16,000	22,000
1410-8030	Other Equipment	3,033	24,000	24,000	5,000
1410-8100	Emergency Capital Projects	199,400	270,000	270,000	100,000
	Total Services and Supplies	512,870	526,500	526,500	278,500
	Total Field Services	1,018,933	1,066,300	1,067,500	855,600

Community Development Department, Continued**Sports Park**

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1415-7661	Sports Park - Other Services	2,154	600	600	600
1415-7843	Sports Park - Water	53,443	70,000	70,000	65,000
1415-7875	Sports Park - Lighting	15,269	12,000	12,000	12,000
1415-7889	Sports Park - Repairs	30,495	5,000	5,000	15,000
1415-7907	Sports Park - Tree Trimming	0	5,000	5,000	5,000
1415-7916	Sports Park - Landscape	22,719	40,000	38,000	41,200
	Total Services and Supplies	<u>124,080</u>	<u>132,600</u>	<u>130,600</u>	<u>138,800</u>
	Total Field Svcs. & Sports Park	<u>1,143,013</u>	<u>1,198,900</u>	<u>1,198,100</u>	<u>994,400</u>
	Total Community Development	<u>3,993,015</u>	<u>4,446,200</u>	<u>4,442,000</u>	<u>5,824,700</u>

Parks and Recreation Department

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1605-7002	Regular Salaries	449,236	444,000	443,600	515,900
1605-7003	Part-Time/Temp Salaries	0	0	0	0
1605-7010	Playground Supervisor Salaries	117,560	139,100	139,100	138,000
1605-7011	Fitness Center Salaries	170,637	200,300	202,300	213,200
1605-7012	Aquatics Salaries	145,341	128,000	119,000	140,600
1605-7013	Boxing Salaries	63,204	68,000	68,000	66,400
1605-7014	Teen Center Salaries	196,482	202,700	205,000	213,300
1605-7016	Senior Center Salaries	141,179	167,900	168,000	172,000
1605-7030	Overtime	546	1,000	1,000	1,000
	Total Salaries	1,284,185	1,351,000	1,346,000	1,460,400
Fringe Benefits					
1605-7071	Health Insurance	66,246	66,000	69,000	91,500
1605-7072	Retirement	72,750	85,000	84,000	97,400
1605-7073	Disability Insurance	4,149	4,000	3,500	4,100
1605-7074	Life Insurance	1,063	1,200	1,200	1,300
1605-7075	Vision	1,393	1,400	1,400	1,500
1605-7077	Medicare	17,363	20,000	20,000	21,300
1605-7078	Dental	9,707	10,000	9,500	10,000
	Total Fringe Benefits	172,671	187,600	188,600	227,100
	Total Personnel	1,456,856	1,538,600	1,534,600	1,687,500

Parks and Recreation, *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1605-7610	Travel, Meetings and Conferences	9,367	8,000	8,000	9,000
1605-7612	Publications	1,705	2,000	2,000	2,000
1605-7614	Office Supplies	3,571	4,000	4,000	4,000
1605-7636	Uniforms	2,580	2,500	2,500	3,000
1605-7650	Vehicle Maintenance	14,954	6,000	6,000	6,000
1605-7653	ActiveNet Fees	18,902	16,000	16,000	16,000
1605-7691	Parks and Recreation Commission	196	1,200	1,200	1,200
1605-7693	Youth Council	3,077	2,100	3,200	3,700
1605-7728	AmeriCorps VIP Program				
1605-7729	Concerts in the Park	24,140	38,000	38,000	38,000
1605-7730	Special Events	32,702	35,000	35,000	39,000
1605-7732	City Picnic	34,421	35,000	38,000	45,000
1605-7733	Senior Center	46,975	50,000	50,000	56,000
1605-7734	Fitness Center	0	0	0	8,900
1605-7735	Teen Center	25,959	30,900	30,900	39,600
1605-7736	Adult & Youth Rec Classes	32,073	45,400	45,400	31,300
1605-7737	Adult Excursions	17,150	13,500	16,000	23,500
1605-7738	Teen Excursions	820	2,800	2,800	3,100
1605-7739	Publicity	34,617	82,000	82,000	84,000
1605-7740	Day Camps	13,306	12,100	10,000	13,500
1605-7741	Sports/Playground Program	16,145	17,500	20,000	18,800
1605-7742	Parks & Rec Financial Assistance Prog.	0	5,000	5,000	2,500
1605-7745	Boxing Program	15,906	22,400	22,400	22,600
1605-7750	Bus Rentals	6,765	13,000	13,500	22,000
1605-7753	Youth Sports/Programs	0	5,000	5,000	0
1605-7756	Senior Rec Classes	7,222	8,000	6,100	7,000
1605-7758	Independence Day Celebration	67,986	78,000	78,000	78,000
1605-7965	Professional Services	23,400	474,000	474,300	192,000
1605-7980	Other Expenses	9,525	35,000	34,000	10,000
	Total Services and Supplies	463,464	1,044,400	1,049,300	779,700
	Total Parks and Recreation	1,920,320	2,583,000	2,583,900	2,467,200

Facilities Maintenance

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1610-7002	Regular Salaries	102,581	101,000	99,000	97,800
1610-7003	Part-Time/Temp Salaries	226,926	268,000	248,000	250,600
1610-7030	Overtime	0	0	0	0
	Total Salaries	329,507	369,000	347,000	348,400
Fringe Benefits					
1610-7071	Health Insurance	22,662	23,000	24,000	24,800
1610-7072	Retirement	14,095	14,100	14,000	13,900
1610-7073	Disability Insurance	602	500	500	500
1610-7074	Life Insurance	153	200	200	200
1610-7075	Vision	260	300	300	300
1610-7077	Medicare	4,755	5,400	5,100	5,100
1610-7078	Dental	1,780	1,800	1,800	1,900
	Total Fringe Benefits	44,307	45,300	45,900	46,700
	Total Personnel	373,814	414,300	392,900	395,100
Services and Supplies					
1610-7616	Pool Supplies	10,444	17,000	23,500	11,500
1610-7617	Pool Chemicals	18,497	23,000	19,000	16,000
1610-7618	Building Supplies	90,747	90,000	100,000	95,000
1610-7633	Cable Access	2,116	2,000	2,000	2,200
1610-7636	Uniforms	1,717	3,000	3,000	3,000
1610-7650	Vehicle Maintenance	15,137	11,000	11,000	1,100
1610-7652	Building Maintenance Services	230,972	173,000	173,000	173,000
1610-7660	Other Services	40,005	0	0	0
	Subtotal	409,635	319,000	331,500	301,800
1610-7836	Water - City Hall	1,364	1,400	1,400	1,400
1610-7837	Water - Community Center	1,374	1,200	1,400	2,200
1610-7838	Water - Fitness Center	15,585	16,000	18,000	20,700
1610-7839	Water - Public Safety Center	1,309	1,200	1,200	1,400
	Total Water	19,632	19,800	22,000	25,700

Facilities Maintenance. *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies, Continued					
1610-7851	Gas - City Hall	3,537	2,800	2,800	1,000
1610-7852	Gas - Community Center	2,920	2,700	2,700	2,000
1610-7853	Gas - Fitness Center	39,817	31,500	31,500	41,000
1610-7854	Gas - Public Safety Center	659	400	400	600
1610-7855	Gas - Senior Center	1,072	1,000	1,000	1,100
1610-7856	Gas - Teen Center	2,110	1,500	1,500	1,500
1610-7858	Gas - Royal Oaks Park Building	1,959	1,000	1,000	700
1610-7859	Gas - Duarte Park Building	727	600	600	600
1610-7860	Gas - Duarte Snack Bar	179	200	200	200
	Total Gas	52,980	41,700	41,700	48,700
1610-7867	Electric - Town Center	70,061	73,000	73,000	70,000
1610-7868	Electric - Public Safety Center	10,690	11,000	11,000	11,700
1610-7869	Electric - Senior Center	27,981	27,000	29,000	29,000
1610-7870	Electric - Teen Center	12,517	13,000	14,000	14,000
1610-7872	Electric - Duarte Park Building	1,021	1,000	1,200	1,200
1610-7873	Electric - Maintenance Yard	4,332	4,300	4,600	4,600
	Total Electric	126,602	129,300	132,800	130,500
1610-8100	Other Capital Improvements	542,843	693,000	696,000	1,297,000
	Total Other	542,843	693,000	696,000	1,297,000
	Total Services and Supplies	1,151,692	1,202,800	1,224,000	1,803,700
	Total Facilities Maintenance	1,525,506	1,617,100	1,616,900	2,198,800
	Total Parks and Recreation	3,445,826	4,200,100	4,200,800	4,666,000

Administrative Services Department

Finance

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1805-7002	Regular Salaries	582,158	601,000	601,000	655,000
1805-7003	Part-Time/Temp Salaries	0	0	0	0
1805-7030	Overtime	157	0	0	0
	Total Salaries	582,315	601,000	601,000	655,000
Fringe Benefits					
1805-7071	Health Insurance	86,075	101,000	101,000	112,500
1805-7072	Retirement	60,224	70,000	72,000	76,000
1805-7073	Disability Insurance	3,223	3,000	3,000	3,200
1805-7074	Life Insurance	817	1,000	1,000	1,100
1805-7075	Vision	971	1,000	1,200	1,300
1805-7076	Tuition Reimbursement	0	0	0	0
1805-7077	Medicare	8,325	8,400	8,700	9,500
1805-7078	Dental	6,675	6,600	8,200	8,600
	Total Fringe Benefits	166,310	191,000	195,100	212,200
	Total Personnel	748,625	792,000	796,100	867,200
Services and Supplies					
1805-7610	Travel, Meetings and Conferences	4,350	10,000	10,000	10,000
1805-7612	Publications	625	3,000	3,000	3,000
1805-7614	Office Supplies	2,075	3,000	3,000	3,000
1805-7653	Bank Charges	33,041	33,000	33,000	33,000
1805-7654	Audit Services	33,290	51,100	51,000	45,000
1805-7762	Property Tax Collections	39,324	44,000	44,000	46,000
1805-7764	CEC Loan Principal	18,217	19,000	19,000	20,300
1805-7765	CEC Loan Interest	2,001	1,400	1,400	1,400
1805-7924	Bad Debts	72,100	7,500	7,500	16,000
1805-7965	Professional Services	31,342	38,000	36,000	36,000
1805-7980	Other Expenses	3,248	3,000	3,000	3,000
	Total Services and Supplies	239,613	213,000	210,900	216,700
	Total Finance	988,238	1,005,000	1,007,000	1,083,900

Personnel

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
1810-7002	Regular Salaries	84,117	81,000	80,000	80,000
1810-7003	Part-Time/Temp Salaries	0	15,000	15,000	0
1810-7030	Overtime	143	500	500	0
	Total Salaries	84,260	96,500	95,500	80,000
Fringe Benefits					
1810-7071	Health Insurance	8,538	9,000	9,100	9,500
1810-7072	Retirement	10,173	12,000	12,000	11,700
1810-7073	Disability Insurance	506	400	400	400
1810-7074	Life Insurance	128	200	200	200
1810-7075	Vision	86	100	100	100
1810-7077	Medicare	1,222	1,200	1,200	1,200
1810-7078	Dental	630	700	700	700
	Total Fringe Benefits	21,283	23,600	23,700	23,800
	Total Personnel	105,543	120,100	119,200	103,800
Services and Supplies					
1810-7610	Travel, Meetings and Conferences	1,515	5,000	5,000	5,000
1810-7611	Trainings	297	4,000	4,000	4,000
1810-7612	Publications	0	1,200	1,200	1,200
1810-7614	Office Supplies	1,247	1,500	1,500	1,500
1810-7660	Other Services	3,287	5,000	5,000	5,000
1810-7671	Recruiting Advertisements	46	3,000	3,000	3,000
1810-7672	NeoGov	6,216	6,500	6,600	7,100
1810-7673	Physical Exams	1,985	2,500	2,500	2,500
1810-7774	Unemployment Insurance	13,381	15,000	15,000	15,000
1810-7965	Professional Services	0	45,000	15,000	10,000
1810-7980	Other Expenses	7,863	10,000	10,000	10,000
	Total Services and Supplies	35,837	98,700	68,800	64,300
	Total Personnel	141,380	218,800	188,000	168,100

Information Technology

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1815-7630	Equipment Lease	24,564	106,000	106,000	25,000
1815-7631	Equipment Maintenance	3,095	0	0	0
1815-7632	Software	58,366	70,000	70,000	78,000
1815-7820	Finance Software	105,172	62,500	62,500	65,000
1815-7821	Network & Internet Services	30,295	50,500	50,500	57,800
1815-7830	Telephone Services	39,461	31,000	31,000	33,000
1815-7831	Wireless Phones/Devices	27,995	25,000	25,000	25,000
1815-7965	Professional Services	150,000	150,000	150,000	150,000
1815-7980	Other Expenses	12,196	15,000	15,000	15,000
	Total Services and Supplies	451,144	510,000	510,000	448,800
Capital Outlay					
1815-8011	Computer Equipment	26,175	18,000	18,000	18,000
	Total Capital Outlay	26,175	18,000	18,000	18,000
	Total Information Technology	477,319	528,000	528,000	466,800

Risk Management

Account Number	Account Description				
Services and Supplies					
1820-7771	Repair of City Property	14880	25,000	34,000	25,000
1820-7772	Liability Coverage	258,332	321,400	321,400	320,100
1820-7773	Worker's Compensation Coverage	250,214	251,100	251,100	215,600
1820-7775	Property Coverage	71,110	86,800	86,800	90,200
1820-7776	Faithful Performance Bond	1,135	1,200	1,200	1,300
	Total Services and Supplies	595,671	685,500	694,500	652,200
	Total Risk Management	595,671	685,500	694,500	652,200

General Services

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
1825-7072	Pension Rate Stabilization Fund	0	42,000	41,500	48,700
1825-7079	Unfunded Liability - PERS	1,278,285	1,237,000	1,277,800	1,457,000
1825-7613	Duplication and Photos	7,555	11,000	8,000	8,000
1825-7614	Office Supplies	1,220	1,000	1,000	1,000
1825-7626	Postage	14,268	15,000	15,000	15,000
1825-7630	Equipment Rental	26,940	27,100	27,100	27,100
1825-7631	Equipment Maintenance	8,171	8,000	8,000	8,000
1825-7674	Retiree Health Insurance	954,873	638,000	631,000	719,000
1825-7687	Waste Management Services	73,984	82,500	82,500	45,000
1825-7688	Oil Recycling Grant	6,946	5,000	5,000	5,000
1825-7747	Beverage Container Recycling	7,780	5,600	5,600	6,000
1825-7782	Admin Support of Debt Service	1,490	1,500	1,500	1,500
1825-7945	Operation of Acq Prop	999	800	200	0
1825-7980	Other Expenses	643	2,000	2,000	2,000
	Total Services and Supplies	2,383,154	2,076,500	2,106,200	2,343,300
	Total General Services	2,383,154	2,076,500	2,106,200	2,343,300
1830-8100	Vehicle Replacement	97,159	118,000	117,700	134,000
	Total Vehicle Replacement	97,159	118,000	117,700	134,000
	Total Administrative Services	4,682,921	4,631,800	4,641,400	4,848,300

Transfers Out and Reimbursements

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Transfers Out and Reimbursements					
1905-9020	Transfers Out - Landscaping/Lighting	536,120	717,900	717,900	803,000
1905-9055	Transfers Out - Housing Authority	0	0	0	0
1905-9056	Transfers Out - Infr Mod Loan Pmt	220,837	220,900	220,900	220,900
1905-9060	Transfers Out-Comm Imp	0	0	0	0
1905-9071	Transfers Out-AQMD	0	3,200	3,200	0
	Total Other Financing Uses	756,957	942,000	942,000	1,023,900
	Total Transfers Out & Reimb.	756,957	942,000	942,000	1,023,900
	Total General Fund:	21,744,483	23,907,500	23,907,300	26,289,800

Special Purpose Funds

State Gasoline Tax Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
220-4401	Interest Earnings	40,616	51,700	97,500	97,500
	Total Use of Money and Property	40,616	51,700	97,500	97,500
Intergovernmental - State					
220-4606	Gasoline Tax - 2105	123,395	142,200	138,800	141,500
220-4607	Gasoline Tax - 2106	75,635	85,400	82,900	84,400
220-4608	Gasoline Tax - 2107	168,165	170,800	189,500	193,400
220-4609	Gasoline Tax - 2107.5	5,000	5,000	5,000	5,000
220-4614	Gasoline Tax - 2103 (Prop 42)	176,670	214,800	200,700	202,400
	Total Intergovernmental - State	548,865	618,200	616,900	626,700
	Total Revenues	589,481	669,900	714,400	724,200

Expenditures

Account Number	Account Description	FY 2018-19 Actual	FY 2019-20 Amended Budget	FY 2019-20 Estimated Actual	FY 2022-23 Budget
Gas Tax 2105					
Capital Outlay					
2205-7980	Other Expenses	0	15,000	15,000	0
2205-8060	Sidewalk Improvements	0	10,000	10,000	10,000
2205-8070	Street Improvements	10,000	10,000	0	15,000
2205-8100	Other Capital Improvements	283,444	220,000	243,000	190,000
	Total Capital Outlay	293,444	255,000	268,000	215,000
	Total Gas Tax 2105	293,444	255,000	268,000	215,000

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Gas Tax 2106</u>					
Capital Outlay					
2210-7811	Street Maintenance	10,239	20,000	20,000	20,000
2210-7812	Street Striping and Marking	93,708	70,000	57,000	70,000
2210-7813	Regulatory Signs	8,617	120,000	120,000	10,000
2210-7890	Repairs - Traffic Signals	0	100,000	100,000	80,000
2210-8070	Street Improvements	0	10,000	10,000	10,000
2210-8100	Other Capital Improvements	0	30,000	30,000	236,000
	Total Capital Outlay	112,564	350,000	337,000	426,000
	Total Gas Tax 2106	112,564	350,000	337,000	426,000
<u>Gas Tax 2107</u>					
Reimbursements					
2215-8610	Reimbursements - General Fund	111,129	189,000	189,000	201,200
	Total Reimbursements	111,129	189,000	189,000	201,200
	Total Gas Tax 2107	111,129	189,000	189,000	201,200
<u>Gas Tax 2107.5</u>					
Services and Supplies					
2220-7831	Wireless Phones	2,518	2,000	2,000	2,000
2220-7980	Other Expenses	4,325	3,000	3,000	3,000
	Total Services and Supplies	6,843	5,000	5,000	5,000
	Total Gas Tax 2107.5	6,843	5,000	5,000	5,000

Expenditures. *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Gas Tax - 2103</u>					
Capital Outlay					
2225-7811	Street Maintenance	1,575	15,000	15,000	90,000
2225-7965	Professional Services	0	250,000	250,000	0
2225-7980	Other Expenses	7,090	20,000	11,500	20,000
2225-8070	Street Improvements	21,606	10,000	10,000	10,000
2225-8100	Other Capital Improvements	112,520	65,000	73,500	240,000
	Total Capital Outlay	<u>142,791</u>	<u>360,000</u>	<u>360,000</u>	<u>360,000</u>
	Total Gas Tax - 2103	<u>142,791</u>	<u>360,000</u>	<u>360,000</u>	<u>360,000</u>
	Total Expenditures	<u><u>666,771</u></u>	<u><u>1,159,000</u></u>	<u><u>1,159,000</u></u>	<u><u>1,207,200</u></u>

SB1/RMRA Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money & Property					
225-4401	Interest Earnings	17,332	12,200	29,200	29,200
225-4620	SB1/RMRA	483,777	535,800	545,800	583,400
	Total Use of Money & Property	501,109	548,000	575,000	612,600
	Total Revenues	501,109	548,000	575,000	612,600

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
2250-8070	Street Improvements	0	0	0	535,000
2250-8100	Other Capital Improvements	417,484	535,000	535,000	0
2250-8610	Reimbursements - General Fund	83,560	107,000	107,000	107,000
	Total Capital Outlay	501,044	642,000	642,000	642,000
	Total Expenditures	501,044	642,000	642,000	642,000

Landscaping and Lighting District Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Special Assessments					
240-4101	Landscaping and Lighting Assess.	1,001,446	1,007,300	1,007,300	1,013,300
	Total Special Assessments	1,001,446	1,007,300	1,007,300	1,013,300
Miscellaneous					
240-5004	Other Revenue	24,700	0	0	0
	Total Miscellaneous	24,700	0	0	0
Other Financing Sources					
240-6901	Transfers In - General Fund	536,121	717,900	717,900	803,000
	Total Other Financing Sources	536,121	717,900	717,900	803,000
	Total Revenues	1,562,267	1,725,200	1,725,200	1,816,300

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Citywide Lighting					
Services and Supplies					
2405-7662	Other Services - Citywide	0	5,000	5,000	5,000
2405-7876	Electric - Citywide	188,777	168,000	168,000	200,000
2405-7877	Electric - Traffic Signal	35,980	20,000	20,000	40,000
	Total Electric	224,757	193,000	193,000	245,000

Expenditures. *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
2405-7888	Repairs - Citywide	4,442	5,000	5,000	5,000
2405-7890	Repairs - Traffic Signal	79,768	80,000	80,000	80,000
	Total Repairs and Replacements	84,210	85,000	85,000	85,000
	Total Services and Supplies	308,967	278,000	278,000	330,000
Reimbursements					
2405-8610	Reimbursements - General Fund	94,900	94,900	94,900	94,900
	Total Reimbursements	94,900	94,900	94,900	94,900
	Total Citywide Lighting	403,867	372,900	372,900	424,900
Citywide Landscaping					
Services and Supplies					
2410-7662	Other Services - Citywide	10,828	11,000	11,000	35,000
2410-7663	Other Services - Medians	9,841	8,000	8,000	8,000
	Total Other Services	20,669	19,000	19,000	43,000
2410-7842	Water - Medians	40,486	47,000	47,000	47,000
2410-7844	Water - Citywide	204,088	237,000	237,000	237,000
	Total Water	244,574	284,000	284,000	284,000
2410-7874	Electric - Medians	9,015	16,000	16,000	16,000
2410-7876	Electric - Citywide	23,645	22,000	22,000	30,000
	Total Electric	32,660	38,000	38,000	46,000
2410-7888	Repairs - Citywide	3,940	6,000	6,000	6,000
2410-7891	Repairs - Medians	469	2,200	2,200	2,200
	Total Repairs and Replacements	4,409	8,200	8,200	8,200
2410-7896	Tree Planting - Citywide	12,381	10,900	10,900	10,900
2410-7898	Tree Planting - Medians	0	5,000	5,000	5,000
	Total Tree Plant	12,381	15,900	15,900	15,900
2410-7906	Tree Trimming - Citywide	59,817	64,500	64,500	64,500
2410-7909	Tree Trimming - Residential	81,955	91,300	91,300	91,300
	Total Tree Trimming	141,772	155,800	155,800	155,800
2410-7915	Landscape Maint. - Citywide	117,509	212,000	212,000	212,000
2410-7917	Landscape Maintenance - Medians	83,908	102,600	102,600	102,600
	Total Landscape Maintenance	201,417	314,600	314,600	314,600
	Total Services and Supplies	657,882	835,500	835,500	867,500

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Reimbursements and Transfers					
2410-8610	Reimbursements - General Fund	193,000	193,000	193,000	193,000
	Total Reimbursements	193,000	193,000	193,000	193,000
	Total Citywide Landscaping	850,882	1,028,500	1,028,500	1,060,500

Kendrick Tract**Services and Supplies**

2420-7835	Water	8,069	10,000	5,000	5,000
2420-7887	Repairs and Replacements	130	500	500	500
2420-7914	Landscape Maintenance	5,400	5,900	5,900	5,900
	Total Services and Supplies	13,599	16,400	11,400	11,400

Reimbursements

2420-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	Total Reimbursements	2,200	2,200	2,200	2,200
	Total Kendrick Tract	15,799	18,600	13,600	13,600

Las Lomas Villas**Services and Supplies**

2421-7835	Water	13,682	17,500	17,500	20,000
2421-7866	Electric	169	500	500	500
2421-7887	Repairs and Replacements	390	5,000	5,000	5,000
2421-7914	Landscape Maintenance	20,339	22,000	19,000	22,000
	Total Services and Supplies	34,580	45,000	42,000	47,500

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Reimbursements					
2421-8610	Reimbursements - General Fund	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	Total Reimbursements	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	Total Las Lomas Villas	<u>44,580</u>	<u>55,000</u>	<u>52,000</u>	<u>57,500</u>

Encanto Parkway**Services and Supplies**

2422-7835	Water	3,530	4,300	4,300	5,300
2422-7866	Electric	152	1,100	1,100	1,100
2422-7887	Repairs and Replacements	1,365	2,500	2,500	2,500
2422-7914	Landscape Maintenance	<u>7,519</u>	<u>8,100</u>	<u>8,300</u>	<u>8,400</u>
	Total Services and Supplies	<u>12,566</u>	<u>16,000</u>	<u>16,200</u>	<u>17,300</u>

Reimbursements

2422-8610	Reimbursements - General Fund	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>
	Total Reimbursements	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>
	Total Encanto Parkway	<u>15,966</u>	<u>19,400</u>	<u>19,600</u>	<u>20,700</u>

Amberwood Homes**Services and Supplies**

2423-7835	Water	7,671	9,300	9,300	9,300
2423-7866	Electric	77	300	300	300
2423-7887	Repairs and Replacements	599	1,500	1,500	1,500
2423-7914	Landscape Maintenance	<u>14,081</u>	<u>15,200</u>	<u>14,000</u>	<u>13,500</u>
	Total Services and Supplies	<u>22,428</u>	<u>26,300</u>	<u>25,100</u>	<u>24,600</u>

Reimbursements

2423-8610	Reimbursements - General Fund	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
	Total Reimbursements	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
	Total Amberwood Homes	<u>24,628</u>	<u>28,500</u>	<u>27,300</u>	<u>26,800</u>

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Village and Windsor Homes</u>					
Services and Supplies					
2424-7835	Water	1,815	4,000	4,000	4,000
2424-7866	Electric	78	300	300	300
2424-7887	Repairs and Replacements	130	1,600	1,600	1,600
2424-7914	Landscape Maintenance	8,605	9,300	9,300	9,300
	Total Services and Supplies	10,628	15,200	15,200	15,200
Reimbursements					
2424-8610	Reimbursements - General Fund	2,800	2,800	2,800	2,800
	Total Reimbursements	2,800	2,800	2,800	2,800
	Total Village and Windsor Homes	13,428	18,000	18,000	18,000

Hearthstone Del Norte

Services and Supplies					
2425-7660	Other Services	0	5,300	5,300	2,000
2425-7835	Water	6,923	5,000	15,600	15,000
2425-7866	Electric	717	3,600	3,600	3,600
2425-7887	Repairs and Replacements	650	500	500	500
2425-7913	Brush Clearance	13,495	15,000	11,000	14,000
2425-7914	Landscape Maintenance	6,258	6,800	5,500	5,000
	Total Services and Supplies	28,043	36,200	41,500	40,100
Reimbursements					
2425-8610	Reimbursements - General Fund	3,200	3,200	3,200	3,200
	Total Reimbursements	3,200	3,200	3,200	3,200
	Total Hearthstone Del Norte	31,243	39,400	44,700	43,300

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Grocery Outlet (Mike's Center)</u>					
Services and Supplies					
2426-7810	Street Sweeping	9,408	9,500	9,500	9,500
2426-7835	Water	753	700	700	800
2426-7866	Electric	3,486	4,500	4,500	4,500
2426-7887	Repairs and Replacements	525	700	700	700
2426-7914	Landscape Maintenance	2,816	3,100	4,000	4,000
	Total Services and Supplies	16,988	18,500	19,400	19,500
Reimbursements					
2426-8610	Reimbursements - General Fund	2,600	2,600	2,600	2,600
	Total Reimbursements	2,600	2,600	2,600	2,600
	Total Grocery Outlet (Mike's Center)	19,588	21,100	22,000	22,100

Rancho Verde Homes

Services and Supplies					
2427-7835	Water	7,782	9,000	9,000	9,000
2427-7866	Electric	152	600	600	600
2427-7887	Repairs and Replacements	1,239	1,200	1,200	1,200
2427-7914	Landscape Maintenance	9,861	10,700	11,000	10,700
	Total Services and Supplies	19,034	21,500	21,800	21,500
Reimbursements					
2427-8610	Reimbursements - General Fund	5,900	5,900	5,900	5,900
	Total Reimbursements	5,900	5,900	5,900	5,900
	Total Rancho Verde Homes	24,934	27,400	27,700	27,400

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Emblem Homes</u>					
Services and Supplies					
2429-7835	Water	4,012	2,800	2,800	4,000
2429-7866	Electric	76	300	300	300
2429-7887	Repairs and Replacements	130	1,000	1,000	1,000
	Total Services and Supplies	4,218	4,100	4,100	5,300
Reimbursements					
2429-8610	Reimbursements - General Fund	1,100	1,100	1,100	1,100
	Total Reimbursements	1,100	1,100	1,100	1,100
	Total Emblem Homes	5,318	5,200	5,200	6,400
<u>Mesa Gas Lights</u>					
Services and Supplies					
2430-7850	Gas	13,682	15,000	15,000	15,000
2430-7887	Repairs and Replacements	550	3,000	3,000	1,000
	Total Services and Supplies	14,232	18,000	18,000	16,000
Reimbursements					
2430-8610	Reimbursements - General Fund	3,800	3,800	3,800	3,800
	Total Reimbursements	3,800	3,800	3,800	3,800
	Total Mesa Gas Lights	18,032	21,800	21,800	19,800

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Las Brisas Homes</u>					
Services and Supplies					
2431-7835	Water	3,127	5,000	5,000	5,000
2431-7866	Electric	200	300	300	300
2431-7887	Repairs and Replacements	902	2,700	2,700	2,700
2431-7914	Landscape Maintenance	12,516	10,700	11,500	10,700
	Total Services and Supplies	16,745	18,700	19,500	18,700
Reimbursements					
2431-8610	Reimbursements - General Fund	3,500	3,500	3,500	3,500
	Total Reimbursements	3,500	3,500	3,500	3,500
	Total Las Brisas Homes	20,245	22,200	23,000	22,200
<u>Las Posadas Homes</u>					
Services and Supplies					
2432-7835	Water	3,328	5,000	5,000	5,000
2432-7866	Electric	200	300	300	300
2432-7887	Repairs and Replacements	130	500	500	500
2432-7914	Landscape Maintenance	13,064	14,100	14,100	14,100
	Total Services and Supplies	16,722	19,900	19,900	19,900
Reimbursements					
2432-8610	Reimbursements - General Fund	6,500	6,500	6,500	6,500
	Total Reimbursements	6,500	6,500	6,500	6,500
	Total Las Posadas Homes	23,222	26,400	26,400	26,400

Expenditures, *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Buena Vista Villas</u>					
Services and Supplies					
2433-7835	Water	4,008	7,200	7,200	7,200
2433-7866	Electric	160	300	300	300
2433-7887	Repairs and Replacements	130	4,900	4,900	4,900
2433-7914	Landscape Maintenance	8,292	9,000	9,000	9,000
	Total Services and Supplies	12,590	21,400	21,400	21,400
Reimbursements					
2433-8610	Reimbursements - General Fund	3,700	3,700	3,700	3,700
	Total Reimbursements	3,700	3,700	3,700	3,700
	Total Buena Vista Villas	16,290	25,100	25,100	25,100
<u>Citrus Villas</u>					
Services and Supplies					
2434-7835	Water	4,001	5,000	5,000	5,000
2434-7866	Electric	160	300	300	300
2434-7887	Repairs and Replacements	781	500	500	500
2434-7914	Landscape Maintenance	5,554	6,000	6,000	6,000
	Total Services and Supplies	10,496	11,800	11,800	11,800
Reimbursements					
2434-8610	Reimbursements - General Fund	2,900	2,900	2,900	2,900
	Total Reimbursements	2,900	2,900	2,900	2,900
	Total Citrus Villas	13,396	14,700	14,700	14,700

Expenditures. Continued

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
<u>Ridgecrest</u>					
Services and Supplies					
2435-7835	Water	4,452	6,000	6,000	6,000
2435-7866	Electric	66	400	400	400
2435-7887	Repairs and Replacements	780	1,200	1,200	1,200
2435-7914	Landscape Maintenance	7,823	8,500	8,900	9,000
2435-7918	Fuel Modification	9,107	9,000	6,400	8,500
2435-7920	Debris/Storm Drain System	3,054	4,000	4,000	4,000
	Total Services and Supplies	<u>25,282</u>	<u>29,100</u>	<u>26,900</u>	<u>29,100</u>
Reimbursements					
2435-8610	Reimbursements - General Fund	1,500	1,500	1,500	1,500
	Total Reimbursements	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	Total Ridgecrest	<u>26,782</u>	<u>30,600</u>	<u>28,400</u>	<u>30,600</u>
	Total Expenditures	<u>1,568,200</u>	<u>1,774,800</u>	<u>1,770,900</u>	<u>1,860,000</u>

Community Development Block Grant

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Intergovernmental - Federal					
260-4501	Community Development Block Grant	638,865	148,000	128,000	141,200
	Total Intergovernmental - Federal	638,865	148,000	128,000	141,200
	Total Revenues	638,865	148,000	128,000	141,200

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
2605-7965	Professional Services	0	15,000	15,000	10,000
2605-8060	Sidewalk Improvements	0	0	0	0
2605-8061	ADA Curb Ramps	35,226	113,000	113,000	131,200
2605-8062	ADA Improvements	601,877	0	0	0
2605-8070	Street Improvements	0	0	0	0
2605-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	637,103	128,000	128,000	141,200
	Total Expenditures	637,103	128,000	128,000	141,200

PAEG Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money & Property					
270-4401	Interest Earnings	564	0	1,100	1,100
	Total Use of Money & Property	564	0	1,100	1,100
Intergovernmental - State					
270-4617	PAEG Fees	31,951	33,000	30,000	29,000
	Total Intergovernmental - State	31,951	33,000	30,000	29,000
	Total Revenues	32,515	33,000	31,100	30,100

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
2705-8100	Other Capital Improvements	40,378	10,000	10,000	185,000
	Total Capital Outlay	40,378	10,000	10,000	185,000
Reimbursements					
	Total Expenditures	40,378	10,000	10,000	185,000

Supplemental Law Enforcement Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
290-4401	Interest Earnings	655	2,300	2,300	2,300
	Total Use of Money and Property	655	2,300	2,300	2,300
Intergovernmental - State					
290-4605	Supplemental Law Enforcement	165,271	186,000	186,000	165,000
	Total Intergovernmental - State	165,271	186,000	186,000	165,000
	Total Revenues	165,926	188,300	188,300	167,300

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
2905-7781	Contract Law Enforcement	144,015	164,300	164,300	143,300
2905-7785	Special Events Patrol	21,911	24,000	24,000	24,000
	Total Services and Supplies	165,926	188,300	188,300	167,300
	Total Expenditures	165,926	188,300	188,300	167,300

Bicycle and Pedestrian Safety Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Intergovernmental - State					
300-4612	Bicycle and Pedestrian Grant	0	40,000	45,100	23,400
	Total Intergovernmental - State	0	40,000	45,100	23,400
	Total Revenues	0	40,000	45,100	23,400

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
3005-8060	Sidewalk Improvements	0	45,100	45,100	23,400
	Total Capital Outlay	0	45,100	45,100	23,400
	Total Expenditures	0	45,100	45,100	23,400

Air Quality Management Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
320-4401	Interest Earnings	2,490	3,400	7,400	7,400
	Total Use of Money and Property	2,490	3,400	7,400	7,400
Intergovernmental - Local					
320-4701	AB 2766 Subvention	35,119	27,000	27,000	28,000
320-5004	Other Revenue	0	0	3,200	0
	Total Intergovernmental - Local	35,119	27,000	30,200	28,000
	Total Revenues	37,609	30,400	37,600	35,400

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
3205-8013	Vehicles	19,315	37,200	37,200	43,500
	Total Capital Outlay	19,315	37,200	37,200	43,500
Reimbursements					
3205-8610	Transfer Out - Other	0	0	0	0
	Total Reimbursements	0	0	0	0
	Total Expenditures	19,315	37,200	37,200	43,500

Park Development Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Other Financing Sources					
400-4401	Interest Earnings	0	0	0	0
400-4611	Grant Programs Revenue	19,294	564,000	248,000	122,000
400-4702	Safe Neigh Parks Grant	0	0	0	392,500
	Total Other Financing Sources	19,294	564,000	248,000	514,500
	Total Revenues	19,294	564,000	248,000	514,500

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
4005-7965	Professional Services	29,097	62,000	49,500	46,000
4005-8040	Building Improvements	0	0	0	0
4005-8041	Park Improvements	9,005	502,000	201,000	468,500
4005-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	38,102	564,000	250,500	514,500
	Total Expenditures	38,102	564,000	250,500	514,500

Quimby Act Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Special Assessments					
420-4103	Quimby Act	0	0	0	0
420-4401	Interest Earnings	1,214	1,600	3,100	3,100
	Total Special Assessments	<u>1,214</u>	<u>1,600</u>	<u>3,100</u>	<u>3,100</u>
	Total Revenues	<u>1,214</u>	<u>1,600</u>	<u>3,100</u>	<u>3,100</u>

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
4205-8041	Park Improvements	0	0	0	75,100
	Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,100</u>
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,100</u>

Proposition A Transit Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
440-4401	Interest Earnings	18,000	28,000	40,300	40,300
440-4409	Sale of Property	0	0	0	0
	Total Use of Money and Property	18,000	28,000	40,300	40,300
Intergovernmental - Local					
440-4703	Transit - Proposition A	563,991	614,300	614,300	641,200
440-5004	Other Revenue	19,696	21,000	11,000	10,000
	Total Intergovernmental - Local	583,687	635,300	625,300	651,200
Reimbursements					
440-5106	NTD Grant Revenue	0	0	0	0
440-6911	Transfer In - Other	0	0	0	0
	Total Reimbursements	0	0	0	0
	Total Revenues	601,687	663,300	665,600	691,500

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
4405-7002	Regular Salaries	58,006	57,000	57,000	59,400
4405-7003	Part-Time/Temp Salaries	0	0	0	0
4405-7030	Overtime	0	0	0	0
	Total Salaries	58,006	57,000	57,000	59,400

Expenditures, *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Fringe Benefits					
4405-7071	Health Insurance	12,462	13,000	13,000	13,600
4405-7072	Retirement	6,991	8,400	8,400	8,700
4405-7073	Disability Insurance	335	300	300	300
4405-7074	Life Insurance	86	100	100	100
4405-7075	Vision	143	200	200	200
4405-7077	Medicare	824	900	900	900
4405-7078	Dental	979	1,000	1,000	1,100
	Total Fringe Benefits	21,820	23,900	23,900	24,900
	Total Personnel	79,826	80,900	80,900	84,300
Services and Supplies					
4405-7610	Travel, Meetings and Conferences	852	500	500	1,200
4405-7613	Duplication and Photos	0	300	300	300
4405-7614	Office Supplies	362	400	400	400
4405-7619	Fuel and Oil	0	0	0	0
4405-7620	Tires	0	0	0	0
4405-7621	Other Supplies	0	100	100	100
4405-7636	Uniforms	0	0	0	0
4405-7650	Vehicle Maintenance	2,811	5,500	5,500	5,500
4405-7673	Physical Exams	88	0	0	300
4405-7674	Retiree Health Insurance	5,490	8,000	8,000	6,000
4405-7788	Recreation Shuttle Services	6,600	5,000	5,000	5,000
4405-7814	Graffiti Removal	6,600	5,000	5,000	5,000
4405-7821	Personal Computer Support	0	600	600	600
4405-7831	Wireless Phones/Devices	540	700	700	600
4405-7887	Repairs & Replacements	0	0	0	0
4405-7960	Foothill Transit Operations	359,367	360,000	275,000	213,600
4405-7965	Professional Services	0	0	0	0
	Total Services and Supplies	382,710	386,100	301,100	238,600
Capital Outlay					
4405-7980	Other Expenses	5,222	3,000	3,000	3,000
4405-8013	Vehicle Purchase (Capital)	46,645	47,000	47,000	47,000
4405-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	51,867	50,000	50,000	50,000
Reimbursements					
4405-8610	Reimbursements - General Fund	46,800	50,000	60,000	74,600
	Total Reimbursements	46,800	50,000	60,000	74,600
	Total Expenditures	561,203	567,000	492,000	447,500

Proposition C Transit Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
460-4401	Interest Earnings	5,600	7,500	13,400	13,400
	Total Use of Money and Property	5,600	7,500	13,400	13,400
Intergovernmental - Local					
460-4704	Transit - Proposition C	467,814	509,600	509,600	531,800
460-5004	Other Revenue	16,115	17,000	9,000	8,000
	Total Intergovernmental - Local	483,929	526,600	518,600	539,800
	Total Revenues	489,529	534,100	532,000	553,200

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Salaries					
4605-7002	Regular Salaries	46,233	46,000	46,000	48,600
4605-7003	Part-Time/Temp Salaries	0	0	0	0
4605-7030	Overtime	0	0	0	0
	Total Salaries	46,233	46,000	46,000	48,600
Fringe Benefits					
4605-7071	Health Insurance	10,196	11,000	11,000	11,200
4605-7072	Retirement	5,720	6,900	6,900	7,100
4605-7073	Disability Insurance	275	300	300	300
4605-7074	Life Insurance	70	100	100	100
4605-7075	Vision	117	200	200	200
4605-7077	Medicare	674	700	700	700
4605-7078	Dental	801	800	800	900
	Total Fringe Benefits	17,853	20,000	20,000	20,500
	Total Personnel	17,853	66,000	66,000	69,100

Expenditures, *Continued*

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
4605-7610	Travel, Meetings and Conferences	495	500	500	800
4605-7613	Duplication and Photos	0	200	200	200
4605-7614	Office Supplies	0	200	200	200
4605-7621	Other Supplies	0	100	100	100
4605-7650	Vehicle Maintenance	3,796	2,000	2,000	2,000
4605-7674	Retiree Health Insurance	4,492	6,000	6,000	5,000
4605-7788	Recreation Shuttle Services	5,358	4,000	4,000	4,000
4605-7814	Graffiti Removal	5,789	4,000	4,000	4,000
4605-7821	Network & Internet Services	0	500	500	500
4605-7831	Wireless Phones/Devices	470	1,100	1,100	400
4605-7960	Foothill Transit Operations	294,027	292,000	217,000	174,000
4605-7980	Other Expenses	1,046	4,000	4,000	4,000
	Total Services and Supplies	315,473	314,600	239,600	195,200
Capital Outlay					
4605-8013	Vehicle Purchase	38,164	38,200	38,200	38,200
	Total Capital Outlay	38,164	38,200	38,200	38,200
Reimbursements					
4605-8610	Reimbursements - General Fund	38,100	40,000	45,000	60,500
4605-8620	Reimbursements - Proposition A	0	0	0	0
	Total Reimbursements	38,100	40,000	45,000	60,500
	Total Expenditures	455,823	458,800	388,800	363,000

Measure R Local Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money & Property					
470-4401	Interest Earnings	17,630	30,300	53,500	53,500
	Total Use of Money & Property	17,630	30,300	53,500	53,500
Intergovernmental - Local					
470-4706	Transit - Measure R LR	350,760	382,200	382,200	398,900
	Total Intergovernmental - Local	350,760	382,200	382,200	398,900
	Total Revenues	368,390	412,500	435,700	452,400

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
4705-7915	Landscape - Sidewalk Repairs	0	0	0	0
4705-8060	Sidewalk Improvements	184,068	150,000	113,000	250,000
4705-8070	Street Improvements	400,000	265,000	265,000	300,000
4705-8100	Other Capital Improvements	0	0	0	30,000
	Total Capital Outlay	584,068	415,000	378,000	580,000
Reimbursements					
4705-8610	Reimbursements - General Fund	116,814	83,000	75,600	116,000
	Total Reimbursements	116,814	83,000	75,600	116,000
	Total Expenditures	700,882	498,000	453,600	696,000

Measure M Local Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money & Property					
475-4401	Interest Earnings	17,191	10,000	22,400	22,400
	Total Use of Money & Property	17,191	10,000	22,400	22,400
Intergovernmental - Local					
475-4707	Transit - Measure M LR	396,784	433,100	433,100	452,100
	Total Intergovernmental - Local	396,784	433,100	433,100	452,100
	Total Revenues	413,975	443,100	455,500	474,500

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
4750-7965	Professional Services	0	70,000	70,000	0
4750-8060	Sidewalk Improvements	0	50,000	50,000	250,000
4750-8070	Street Improvements	0	150,000	150,000	365,000
4750-8100	Other Capital Improvements	0	20,000	20,000	0
	Total Capital Outlay	0	290,000	290,000	615,000
4750-8610	Reimbursements - General Fund	0	58,000	58,000	123,000
	Total Capital Outlay	0	58,000	58,000	123,000
	Total Expenditures	0	348,000	348,000	738,000

Measure W Transit Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money & Property					
490-4401	Interest Earnings	3,839	600	3,000	3,000
	Total Use of Money & Property	3,839	600	3,000	3,000
Intergovernmental - Local					
490-4709	Transit - Measure W Stormwater	252,208	250,000	254,000	250,000
	Total Intergovernmental - Local	252,208	250,000	254,000	250,000
	Total Revenues	256,047	250,600	257,000	253,000

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
4905-7980	Other Expenses	89,764	0	140,000	181,000
4905-8100	Other Capital Improvements	14,055	230,000	0	150,000
	Total Capital Outlay	103,819	230,000	140,000	331,000
4905-8610	Reimbursements - General Fund	0	0	0	0
	Total Capital Outlay	0	0	0	0
	Total Expenditures	103,819	230,000	140,000	331,000

Town Center Debt Service Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
520-4401	Interest Earnings		0	0	0
	Total Use of Money and Property	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Revenues	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Financing Services					
5205-8314	Trustee Services	0	0	0	0
	Total Financing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Debt Service					
5205-8340	Principal Payments	74,764	0	0	0
5205-8350	Interest Expenses	751	0	0	0
	Total Debt Service	<u>75,515</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Financing Sources					
5205-9040	Transfer Out	34,188	0	0	
	Total Other Financing Services	<u>34,188</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u><u>109,703</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Infrastructure Modernization Debt Service Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
521-4401	Interest Earnings	0	0	0	0
	Total Use of Money and Property	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Financing Sources					
521-6901	Transfers In	220,837	220,900	220,900	220,900
	Total Other Financing Sources	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Revenues	<u><u>220,837</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Financing Services					
5215-8314	Trustee Services	0	0	0	0
5215-8330	Other Expenses - Debt Service	0	0	0	0
	Total Financing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Debt Service					
5215-8340	Principal Payments	161,834	165,800	165,800	169,800
5215-8350	Interest Expenses	59,003	55,100	55,100	51,100
	Total Debt Service	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Expenditures	<u><u>220,837</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>

Inclusionary Housing Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
610-4401	Interest Earnings	9,484	13,300	24,300	24,300
	Total Use of Money and Property	<u>9,484</u>	<u>13,300</u>	<u>24,300</u>	<u>24,300</u>
	Total Revenues	<u>9,484</u>	<u>13,300</u>	<u>24,300</u>	<u>24,300</u>

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Capital Outlay					
6105-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Community Improvement Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
620-4401	Interest Earnings	13,625	20,600	44,000	4,400
620-4503	Other Federal Grants	0	1,600,000	1,600,000	800,000
620-4611	Grant Program Revenue	0	1,133,000	1,133,000	1,133,000
620-4613	Other State Grants	28,400	2,000,000	2,000,000	0
620-5004	Other Revenue	553,646	234,000	234,000	0
	Total Use of Money and Property	595,671	4,987,600	5,011,000	1,937,400
Other Financing Sources					
620-6901	Transfers In - General Fund	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	595,671	4,987,600	5,011,000	1,937,400

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Services and Supplies					
6220-7965	Professional Services	0	0	0	0
6220-7980	Other Expenses	0	0	0	0
	Total Services and Supplies	0	0	0	0
Capital Outlay					
6205-8100	Other Capital Improvements	25,607	234,000	234,000	0
6210-8100	Other Capital Improvements	84,700	1,600,000	1,600,000	800,000
6220-8100	Other Capital Improvements	0	2,000,000	2,000,000	0
6225-8100	Other Capital Improvements	3,693	1,154,000	1,154,000	1,133,000
	Total Capital Outlay	114,000	4,988,000	4,988,000	1,933,000
	Total Expenditures	114,000	4,988,000	4,988,000	1,933,000

Housing Authority Fund

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
680-4401	Interest Earnings	35,984	40,200	82,900	82,900
680-5004	Other Revenue	39,254	0	0	0
680-5007	Gain on Sale of Land	0	0	0	0
	Total Use of Money and Property	75,238	40,200	82,900	82,900
Other Financing Sources					
680-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	75,238	40,200	82,900	82,900

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Administration Services					
6805-7310	Meeting Stipends	3,990	5,100	5,100	5,100
6805-7312	Legal Counsel	0	1,000	0	0
	Total Administration Services	3,990	6,100	5,100	5,100
Services and Supplies					
6805-7965	Professional Services	8,198	117,600	117,600	115,000
6805-7980	Other Expenses	10,140	10,200	10,700	11,500
	Total Services and Supplies	18,338	127,800	128,300	126,500
	Total Expenditures	22,328	133,900	133,400	131,600

Housing Authority Fund, *Continued*

Revenues

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Use of Money and Property					
681-4401	Interest Earnings	56,742	98,900	168,900	168,900
681-4410	Sale of Land	0	0	0	0
681-5004	Other Revenue	0	0	0	0
681-5007	Gain on Sale of Land	0	0	0	0
681-5011	Silent Second Repayment	0	0	0	0
	Total Use of Money and Property	56,742	98,900	168,900	168,900
Other Financing Sources					
681-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	56,742	98,900	168,900	168,900

Expenditures

Account Number	Account Description	FY 2022-23 Actual	FY 2023-24 Amended Budget	FY 2023-24 Estimated Actual	FY 2024-25 Budget
Administration Services					
6815-7310	Meeting Stipends	0	0	0	0
6815-7311	Administrative Services	0	0	0	0
6815-7312	Legal Counsel	0	0	0	0
	Total Administration Services	0	0	0	0
Services and Supplies					
6815-7965	Professional Services	8,495	8,600	8,600	8,600
6815-7971	Cost of Land Sold	0	0	0	0
6815-7980	Other Expenses	0	0	0	0
6815-9010	Transfer Out - SA	0	0	0	0
	Total Services and Supplies	8,495	8,600	8,600	8,600
	Total Expenditures	8,495	8,600	8,600	8,600



CAPITAL IMPROVEMENT PROGRAM

FY 2024/25-20258/29

**Capital Improvement Program (CIP)
FY 2024-25 to FY 2028-29**

Project Name	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Streets and Roads						
Annual Street Rehabilitation Project (incl PS&E)	1,200,000	1,000,000	1,000,000	1,000,000	1,000,000	5,200,000
Annual Concrete Repair Project	150,000	150,000	200,000	200,000	200,000	900,000
Sidewalk Maintenance Project (Saw-cutting uplifts)	120,000	50,000	25,000	50,000	50,000	295,000
Annual Striping Project	70,000	70,000	75,000	75,000	75,000	365,000
Safe Routes to School Improvements	30,000	30,000	30,000	30,000	30,000	150,000
Annual Asphalt Repair Maintenance	90,000	90,000	90,000	90,000	90,000	450,000
Annual CDBG ADA Ramp Project	141,200	150,000	200,000	200,000	200,000	891,200
Citywide Traffic Counts	40,000	0	0	0	0	40,000
Huntington Drive PS&E And Traffic Study	200,000	0	0	0	0	200,000
Mea M Multi-Year Sbrgl Plan - Highland Promenade	1,133,000	234,000	0	0	0	1,367,000
Huntington Drive Median Improvements	2,000,000	2,000,000	0	0	0	4,000,000
Buena Vista/Central/Evergreen Traffic Signal Impr	0	600,000	0	0	0	600,000
Huntington Dr @ Las Lomas Traffic Signal Improvements	0	30,000	400,000	0	0	430,000
Annual Street Slurry Seal Project (incl PS&E)	0	120,000	120,000	120,000	120,000	480,000
Pavement Management Update	0	0	30,000	0	0	30,000
Huntington Drive Street Rehabilitation	0	0	3,000,000	3,000,000	2,000,000	8,000,000
Central Ave Street Rehabilitation Project (incl PS&E)	0	0	0	500,000	0	500,000
Subtotal - Streets and Roads	5,174,200	4,524,000	5,170,000	5,265,000	3,765,000	23,898,200
NPDES						
Coordinated Integrated Monitoring Program & JPA Contributions	80,000	90,000	90,000	90,000	90,000	440,000
Annual NPDES Programs, Permits and Misc. Projects	62,000	62,000	62,000	62,000	62,000	310,000
Hacienda Park Drywell	150,000	0	0	0	0	150,000
Subtotal - NPDES	292,000	152,000	152,000	152,000	152,000	900,000
Municipal Buildings, Grounds, Parks & Trails						
Donald & Bernice Watson Recreation Trail Improvements	800,000	800,000	0	0	0	1,600,000
Park Parking Lot Resurfacing Project	-	100,000	100,000	0	0	200,000
Pops Rd Parking Lot Construction	150,000	0	0	0	0	150,000
City Yard Electrical Upgrades	300,000	0	0	0	0	300,000
Teen Center Multi-Purpose Room Flooring Replacement	20,000	0	0	0	0	20,000
City Hall Building Façade Improvements	928,000	0	0	0	0	928,000
Fitness Center Equipment Replacement	35,000	43,000	0	0	0	78,000
Community Center AV Upgrades	185,000	0	0	0	0	185,000
Duarte Historical Museum Restroom ADA Upgrades	10,000	0	0	0	0	10,000
Teen Center Outdoor Boxing Addition	170,400	0	0	0	0	170,400
City Yard Modular Office Trailer	-	400,000	0	0	0	400,000
Hacienda Park Playground Equipment Replacement	-	0	500,000	0	0	500,000
Teen Center Roof and Rain Gutter Replacement	-	300,000	0	0	0	300,000
Community Center Façade Improvements	-	0	1,250,000	0	0	1,250,000

Duarte Park Resurface Futsal/Pickleball Courts	-	45,000	0	0	0	45,000
Duarte Historical Museum Interior Patching and Painting	-	8,000	0	0	0	8,000
Royal Oaks Park Building Floor Replacement	-	35,000	0	0	0	35,000
Royal Oaks Park Restroom ADA Upgrades	-	0	0	75,000	0	75,000
Encanto Park Building Roof Replacement	-	0	40,000	0	0	40,000
Duarte Historical Museum Air Duct Replacement	-	0	0	6,000	0	6,000
Teen Center Boxing Gym Ring Replacement	-	0	7,000	0	0	7,000
Fitness Center Façade Improvements	-	0	0	0	863,000	863,000
Royal Oaks Park Playground & Surface Replacement	-	0	0	750,000	0	750,000
Tzeitel Paras Caracci Park Gazebo Replacement	-	0	0	0	85,000	85,000
Encanto Park Basketball/Tennis Court Resurfacing	-	0	0	0	50,000	50,000
Subtotal - Muni Bldgs, Grnds, Prks & Trails		2,598,400	1,731,000	1,897,000	831,000	998,000
Future Projects (i.e., Unfunded & Unscheduled)						
Streets and Roads						
Huntington Drive Traffic Signal Improvements	0	0	0	0	0	1,500,000
Kelwill & Buena Vista Traffic Signal Installation	0	0	0	0	0	350,000
Public Art Program	0	0	0	0	0	700,000
Huntington Drive Underground Utilities	0	0	0	0	0	2,000,000
Town Center Sidewalk and Ped Lighting Improvements (Phase 1)	0	0	0	0	0	220,000
Town Center Sidewalk and Ped Lighting Improvements (Future Phases)	0	0	0	0	0	5,000,000
Duarte Rd. Street Rehabilitation Project	0	0	0	0	0	600,000
Buena Vista Street Rehabilitation Project	0	0	0	0	0	600,000
Traffic Mitigations for SRTS	0	0	0	0	0	3,000,000
Central Ave Traffic Calming	0	0	0	0	0	200,000
NPDES						
Future Regional NPDES Projects	0	0	0	0	0	0
Tule Pond (WMP Regional Project)	0	0	0	0	0	0
Encanto Park (TBD)	0	0	0	0	0	0
Muni Bldgs, Grnds, Prks & Trails						
Duarte Park Improvements	0	0	0	0	0	8,400,000
City Hall ADA Improvements	0	0	0	0	0	600,000
Senior Center Façade Improvements	0	0	0	0	0	1,700,000
Duarte Historical Museum HVAC System Replacement	0	0	0	0	0	50,000
Beardslee Park Playground & Surface Replacement	0	0	0	0	0	600,000
Subtotal - Future Projects (i.e., Unfunded & Unscheduled)	0	0	0	0	0	25,520,000
Total-All Projects						
Funded Projects	8,064,600	6,407,000	7,219,000	6,248,000	4,915,000	32,853,600
Future Projects	0	0	0	0	0	25,520,000
Total	8,064,600	6,407,000	7,219,000	6,248,000	4,915,000	58,373,600

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual Street Rehabilitation Project	Project Costs:	\$1,200,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	SB1(RMRA) & Measure M & R
Project Description:			
This project includes repaving a number of local streets based on analysis of the Pavement Management Plan and the Five Year Paving Plan. Best candidate streets for this project are those rated between bad to fair ratings from the Pavement Management Plan.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual Concrete Repair Project	Project Costs:	\$150,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:			
Part of the Sidewalk Repair Program which includes removal and reconstruction of broken and off-grade sidewalk as well as other damaged related concrete infrastructure like curb and gutters, driveway approaches, and ADA ramps.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Sidewalk Maintenance Project	Project Costs:	\$120,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Measure R & Bicycle & Pedestrian Safety
Project Description:			
Part of the Sidewalk Repair Program. This includes the sawcutting of uplifts identified by the Sidewalk Assessment as Low to Medium Risk level. This will eliminate trip hazards and extend the life of sidewalk that may otherwise need replacing.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual Striping Project	Project Costs:	\$70,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description: This project includes the refreshing of street markings and striping for maintenance purposes. This project increases the safety of drivers and pedestrians in the City streets.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Safe Routes to School Improvements	Project Costs:	\$30,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Measure R
Project Description: This project will include improvements proposed by the Safe Routes to School Plan. Project may include pavement markings and striping, traffic studies, signage installation or replacement, or infrastructure upgrades such as ADA ramps or traffic signal improvements.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual Asphalt Repair Maintenance	Project Costs:	\$90,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description: On-Call agreement with a designated contractor to address potholes that need immediate repair for safety purposes, to address failing sections of pavement that cannot wait to be addressed when the rest of the street is resurfaced. Having this type of agreement will allow for cost savings and efficiency in completing the work. In the future this will also include maintenance and repairs of the Royal Oaks Bike Trail.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual CDBG ADA Ramp Project	Project Costs:	\$141,200
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	CDBG
Project Description: This annual project focuses on upgrading, installing or repairs of ADA Ramps citywide.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Citywide Traffic Counts	Project Costs:	\$40,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description: In compliance with the California Traffic Census Program, local agencies must provide updated traffic count data every several years to the State.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Huntington Drive Street Rehab PS&E and Traff	Project Costs:	\$200,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:			
Professional services for PS&E for the rehabilitation of the pavement on Huntington Dr. from City limit to City limit.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Measure M - Highland Promenade	Project Costs:	\$1,133,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Measure M Grant, Gas Tax and Local Funds
Project Description: Sidewalk widening and bike lane improvements along the west side of Highland Ave. between Evergreen St. and Duarte Rd.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Huntington Drive Median Improvements	Project Costs:	\$4,000,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	General Fund (Special Projects)
Project Description: This project includes the upgrade of landscape and hardscape in the medians along Huntington Drive.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Buena Vista/Central/Evergreen Traffic Signal	Project Costs:	\$600,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:			
This multi-way intersection has dates traffic signals and will need upgrades that may require realignment of the street to be more efficient for the uses as it is situated near schools, I-210 on and off-ramps and it's proximity to COH and other frequently visited locations. Preliminary design is underway for FY23/24 and may be ready for construction FY 2025/26			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Huntington Dr. @ Las Lomas TS Imp. (incl PS&E)	Project Costs:	\$430,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description: Traffic signal upgrades for the intersection of Huntington Drive and Las Lomas.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual Street Slurry Seal Project	Project Costs:	\$120,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure M
Project Description: This project includes maintenance of slurry sealing of a number of local streets based on analysis of the Pavement Management Plan and the Five Year Slurry Seal Plan as a method to extend the life of streets in fair to good conditions.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Huntington Drive Street Rehabilitation	Project Costs:	\$8,000,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	2027/28 & 2028/29
Project Manager:	PW Staff	Source of Funds:	Meas R, Meas M, SB1, Gas Tax
Project Description:			
Construction for the rehabilitation of the pavement on Huntington Dr. from City limit to City limit.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Central Ave Street Rehabilitation Project (incl F	Project Costs:	\$500,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Measure R
Project Description:			
Reconstruction or resurfacing of pavement on Central Ave.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	CIMP & JPA Contributions Non-Project Specific	Project Costs:	\$80,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description: Annual contributions to maintain the Coordinated Integrated Monitoring Program and JPA contributions that are not project specific such as administrative management costs and insurance fees.			
Project Category:	NPDES		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Annual NPDES Programs, Permits and Misc. F	Project Costs:	\$62,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description: Annual projects and programs such as catch basin cleaning and miscellaneous small projects that qualify to be funded by Measure W.			
Project Category:	NPDES		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Hacienda Park Drywell	Project Costs:	\$150,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description: This project will improve drainage in the park and it will also help capture (reduce) runoff water.			
Project Category:	NPDES		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Donald & Bernice Watson Recreation Trail Imp	Project Costs:	\$1,600,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	2025/26
Project Manager:	PW Staff	Source of Funds:	Federal Funds
Project Description:			
This project consists of the resurfacing of the existing Donald & Bernice Watson Recreation Trail. Project will improve accessibility and safety in the trail. Project also includes new signage, drainage improvements and landscaping improvements.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Park Parking Lot Resurfacing Project	Project Costs:	\$200,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	General Fund
Project Description: Maintenance program to resurface park parking lots citywide.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Pops Rd Parking Lot Construction	Project Costs:	\$150,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	General Fund
Project Description: Design and construction of parking lot at the corner of Pops Rd and Huntington Dr.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	City Yard Electrical Upgrades	Project Costs:	\$300,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Upgrade City Yard electrical service w/ 4000A commercial panel, stub conduit to utility pole, EV chargers, and		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Teen Center Multi-Purpose Room Flooring Rep	Project Costs:	\$20,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace worn carpet in multi purpose room with vinyl flooring		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	City Hall Façade Improvements	Project Costs:	\$928,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace City Hall building exterior façade		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Fitness Center Equipment Replacement	Project Costs:	\$78,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks and Recreation	Subsequent Year:	2025/26
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replacement of older cardio equipment/ damaged free weights		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Community Center AV Upgrades	Project Costs:	\$185,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	PEG Fund
Project Description:	Upgrade AV equipment utilized to facilitate public meetings.		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Duarte Historical Museum Restroom ADA Upgr	Project Costs:	\$10,000
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Upgrade Restrooms to Comply With ADA Standards		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2029/30

Project Title:	Outdoor Boxing Addition	Project Costs:	\$170,397
Project No:		Fiscal Year:	2024/25
Lead Department:	Parks & Recreation	Subsequent Year:	
Project Manager:	Manuel Enriquez	Source of Funds:	Measure A
Project Description:	Outdoor boxing gym expansion to the Teen Center - including concrete paving, patio wall, shade sail and equipment to		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	City Yard Modular Office Trailer	Project Costs:	\$300,000-\$400,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace City Yard office modular		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Hacienda Park Playground Equipment Replace	Project Costs:	\$500,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace playground equipment and surfacing		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Teen Center Roof and Rain Gutter Replacement	Project Costs:	\$300,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace facility's roofing system and rain gutters		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Community Center Façade Improvements	Project Costs:	\$1,250,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Community Center building exterior façade		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Duarte Park Resurface Futsal/Pickleball Courts	Project Costs:	\$45,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Duarte Historical Museum Interior Patching/Painting	Project Costs:	\$8,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Patch and Paint Interior of Building		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Royal Oaks Park Building Floor Replacement	Project Costs:	\$35,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Linoleum Flooring With New Vinyl Floor		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Royal Oaks Park Restroom ADA Upgrades	Project Costs:	\$75,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Upgrade Restrooms to Comply With ADA Standards		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Encanto Park Building Roof Replacement	Project Costs:	\$40,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Recreation Building Roof		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Duarte Historical Museum Air Duct Replacement	Project Costs:	\$6,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace HVAC Air Ducts		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Teen Center Boxing Gym Ring Replacement	Project Costs:	\$7,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Boxing Gym Ring		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Fitness Center Facade Improvements	Project Costs:	\$863,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Fitness Center building exterior façade		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Royal Oaks Park Playground Replacement	Project Costs:	\$750,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Playground Equipment/Structure/Surface		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Tzietel Paras Carracci Park Gazebo Replacem	Project Costs:	\$85,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace gazebo structure		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Encanto Park Basketball/Tennis Court Resurfacing	Project Costs:	\$50,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Resurface Tennis and Basketball Courts		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Huntington Drive Traffic Signal Improvements	Project Costs:	\$1,500,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
The City owns and maintains 9 signalized intersections along Huntington Dr. At least 8 of these intersections will need some type of improvements, upgrades or modifications.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Kelwill & Buena Vista Traffic Signal	Project Costs:	\$350,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
The intersection of Kelwill & Buena Vista has been studied and determined to warrant a new traffic signal due to the school crossing. This project was also identified to be one of the improvements proposed in the adopted Safe Routes to School Plan.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Public Art Program	Project Costs:	\$700,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
Project Category:	Future Projects		
Funding Priority Level:	4		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Huntington Drive Underground Utilities	Project Costs:	\$2,000,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
There are a few segments of Huntington Dr. where there is still significant overhead wire pollution which the City is seeking to underground. This may be a project that needs to be done in phases as it may be adjacent to development projects which are also required to underground poles and overhead cables.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Towncenter Sidewalk and Ped Lighting Improv	Project Costs:	\$220,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description: Improvements related to the Towncenter on Huntington and Buena Vista.			
Project Category:	Future Project - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Towncenter Sidewalk and Ped Lighting Imp.	Project Costs:	\$5,000,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description: This project includes improvements along Huntington Drive within the general Huntington Dr. and Buena Vista St. area. Improvements include sidewalk, street lighting, bulb-outs, etc.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Duarte Road Street Rehabilitation Project	Project Costs:	\$600,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project would resurface the pavement along the Duarte Road corridor within city limits. Project may also include any concrete repairs and signage improvements.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Buena Vista Street Rehabilitation Project	Project Costs:	\$600,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project would resurface the pavement along the Buena Vista Street corridor within city limits. Project may also include any concrete repairs and signage improvements.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Traffic Mitigations for Safe Routes to School	Project Costs:	\$3,000,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This is a placeholder for projects specified in the Safe Routes to School Plan and related improvements.			
Project Category: Future Projects - Streets & Roads			
Funding Priority Level: 3			

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Central Avenue Traffic Calming	Project Costs:	\$200,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project will include traffic studies and implementation of recommended infrastructure to achieve traffic calming and increase safety along Central Avenue east of Highland Ave.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Future Regional Projects Program	Project Costs:	
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description:			
Regional projects that are part of the WMP & ReWMP. These projects will be lead by the JPA and will require Duarte's contribution as the City gets credit for them.			
Project Category:	Future Projects - NPDES		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2029/30

Project Title:	Duarte Park Improvements	Project Costs:	\$8,428,226
Project No:		Fiscal Year:	
Lead Department:	Parks & Recreation	Subsequent Year:	
Project Manager:	Manuel Enriquez	Source of Funds:	
Project Description:	Park improvements identified from Duarte Park Revitalization Project (including new recreation building, dog park, play)		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	4		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	City Hall ADA Improvements	Project Costs:	\$600,000
Project No:		Fiscal Year:	
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	
Project Description:	Update City Hall with all ADA improvements		
<u>Project Category:</u>	Future - Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Senior Center Facade Improvements	Project Costs:	\$1,700,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Senior Center building exterior façade		
<u>Project Category:</u>	Future - Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Duarte Historical Museum HVAC System Replacement	Project Costs:	\$50,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace HVAC Units		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2028/29

Project Title:	Beardslee Park Playground Replacement	Project Costs:	\$600,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Playground Equipment/Structure/Surface		
<u>Project Category:</u>	Municipal Buildings, Grounds, Parks, and Trails		
<u>Funding Priority Level:</u>	2		



ITEM: 14.B

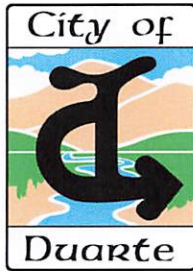
Adopt Resolution No. 24-06 of the City Council of the City of Duarte Approving a Five-Year Municipal Law Enforcement Services Agreement (MLESA) with the County of Los Angeles for Public Services Provided by the Los Angeles County Sheriff's Department and Authorizing the City Manager to Procure Services of the Los Angeles County Sheriff's Department Up to an Amount Authorized in the City's Operating Budget for the Period of July 1, 2024 through June 30, 2029

Recommended Action:

Adopt Resolution No. 24-06 approving the 5-Year Agreement with the County of Los Angeles for the period of July 1, 2024, through June 30, 2029, and Authorize the Mayor to execute the 5-Year Agreement on behalf of the City.

Attachments:

- [14.B - Staff Report Adopt Resolution No. 24-06.pdf](#)
- [14.B - Attachment A - RESOLUTION NO 24-06.pdf](#)
- [14.B - Attachment B- MLESA Agreement v5.pdf](#)
- [14.B - Attachment C - Public Safety Equipment Use Requirements.pdf](#)
- [14.B - Attachment D - 2023 SH-AD 575.pdf](#)
- [14.B - Attachment E - 1977 Assumption of Liability Agr.pdf](#)
- [14.B - Attachment F - 1991 Joint Indemnity Agreement.pdf](#)
- [14.B - Attachment G - 2009 SPECIAL INDEMNITY AGREEMENT.pdf](#)



AGENDA REPORT

MEETING DATE: June 11, 2024

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

SUBJECT: Adopt Resolution No. 24-06 of the City Council of the City of Duarte Approving A Five-Year Municipal Law Enforcement Services Agreement (MLESA) with the County of Los Angeles for Public Services Provided By the Los Angeles County Sheriff's Department and Authorizing the City Manager to Procure Services of the Los Angeles County Sheriff's Department Up to an Amount Authorized in the City's Operating Budget for the Period of July 1, 2024 through June 30, 2029

RECOMMENDATION: Adopt Resolution No. 24-06 approving the 5-Year Agreement with the County of Los Angeles for the period of July 1, 2024, through June 30, 2029, and Authorize the Mayor to execute the 5-Year Agreement on behalf of the City

FISCAL IMPACT: Changes to the MLESA do not alter the cost structure of the annual service agreement which is included in the Fiscal Year 2024-25 Annual Budget

BACKGROUND

The current Municipal Law Enforcement Services Agreement (MLESA) between the City of Duarte and the County of Los Angeles is set to expire on June 30, 2024. In preparation, a new five-year agreement has been drafted for the City Council's review and approval, with the next term starting on July 1, 2024, and concluding on June 30, 2029.

Over the past year, a subcommittee from the California Contract Cities Association (CCCA), consisting of City Managers, collaborated with the County and the Los Angeles Sheriff's Department (LASD) to negotiate and revise the MLESA. The proposed agreement includes revisions that were mutually agreed upon by the County and the CCCA subcommittee (see **Attachment MLESA & Public Safety Equipment Use Requirements**).

In addition to the MLESA's approved over the past few decades, the contract cities have entered into three significant agreements concerning liability and indemnification for County services:

- 1977 Assumption of Liability: The County established a fund to cover liability costs associated with contract services, assuming liability and defense for contract cities (replaced by the 1991 Joint Indemnity Agreement for law enforcement services, see **Attachment**).
- 1991 Joint Indemnity Agreement: The County and cities established the structure of the Liability Trust Fund, transferring responsibility for liability and payment for settlements and claims to this fund, which is fully funded by contract cities. (see **Attachment**).
- 2009 Special Indemnity Agreement: The County and cities agreed to split the liability and funding responsibility equally for certain cases involving deputies or other peace officers incurring felony convictions or any criminal convictions of certain sexual crimes (see **Attachment**).

While the County accepted some of the recommended subcommittee changes, there were a number of changes that were not accepted. Additionally, no agreement on changes to liability and indemnity language was reached prior to the renewal deadline. As was added as Section 5.4 to the MLESA, the subcommittee and County will continue discussions intended to revise liability and indemnity language to share in the financial exposure with the County instead of the current burden falling completely on the Liability Trust Fund, and by extension, the contract cities.

DISCUSSION/ANALYSIS

Contracting for law enforcement services in Los Angeles County dates back to 1954 when the City of Lakewood first contracted with the County. Currently, 42 cities contract with the County through the Los Angeles Sheriff's Department for primary and supplemental law enforcement services, representing almost half of the 88 Los Angeles cities.

Authority to Contract for Law Enforcement Services

Under California Government Code Section 51301 et seq, the City has the authority to contract with the County for public safety services. The term of any such contract shall not exceed five years but may be renewed for subsequent five-year periods, provided a decision to continue is made at least a year before the expiration of any current term. The upcoming MLESA is a five-year agreement requiring approval by June 30, 2024 to continue services.

County Can Recover Costs for Contract Services

According to California Government Code Section 51350, the County must charge the contracting city for all costs incurred due to the agreement. This excludes any indirect overhead charges or costs attributed to services provided countywide or are general county government operational overheads. Thus, the County's Auditor/Controller established a complex formula to set the price of each contract service unit, and the Liability Trust Fund Claims Board¹ determined the recommended funding level for the liability component based on an actuarial study. Together,

¹ Board of city councilmembers, city managers, and California contract cities to review and recommend settlements to claims filed related to contract city activity performed by the County.

these two components form the total cost per service unit assessed to the contract cities for each service unit procured.

City Orders Law Enforcement Resources from the County

Annually, the City issues a Service Level Authorization, commonly referred to as the “575 form,” which specifies the resources provided to the City (See **Attachment Service Level Authorization** for the City’s 2023-24 575 form). These resources include sworn deputies, non-sworn personnel, public safety equipment, and standard deployment of sworn personnel. The form details the annual costs associated with each service unit and their quantities.

For 2024-25, the City will procure the same number of resources, with estimated costs increasing by 3.06%.

Changes to the 2024-2029 MLESA

The included MLESA includes several changes based on the contract cities negotiations which are beneficial to the City. The changes include:

- **Performance will be by Service Unit Rather than Overall** – Agreement performance standard changes from one measure overall to several measures at the service unit level. As the MLESA performance is based on service minutes, the number of deputies and civilians procured by a city are translated into available minutes. This allows the County to mix and match minutes to achieve their 98-102% target but can lead to unintended consequences to underperform in areas like traffic, special assignment, or motor units.
 - Benefit: The change would set the 98-102% performance target for each specific unit – patrol, motor, special assignment deputies increasing accountability to cities receiving the level of service expected when procuring specific resources. As an example, overages in patrol minutes cannot be made up by reducing service levels of a motor unit or special assignment deputy and vice versa.
- **Retaining Vehicle of Deleted Service Unit** – When a city adds a new resource that requires a vehicle (i.e. new deputy), the city incurs a significant first-year expense for the additional vehicle required for this new deputy. The maintenance and replacement costs of the vehicle are already integrated into the annual charge to the city if the city keeps the new deputy. While the LASD has a practice on this, the language of the MLESA was not explicit to protect a city from losing a deputy temporarily and then paying another new vehicle cost when the city restored the deputy. The MLESA adds language that a city can regain access to a vehicle procured with a new deputy service unit when the unit is deleted and restored within 24 months.
 - Benefit: This codifies the language and extends it from 12 to 24 months giving more flexibility for a city to avoid incurring a new vehicle cost.
- **Transfer of City Property to County** – Agreement requires separate written agreements managed at the LASD contract city stations to govern items purchased by the City and temporarily transferred to the County. Additionally, the County must maintain a detailed

and regularly updated inventory of all non-vehicle City equipment in its possession, including descriptions, serial numbers (if applicable), condition upon receipt, and location.

- Benefit: This language increases transparency and accountability in the handling of the City's assets where the MLESA was previously silent.
- **Equipment Replacement after Extended Maintenance and Repair** – Agreement requires that the County will make best efforts to provide a temporary replacement if the original equipment takes more than 60 days to be returned.
 - Benefit: The language strengthens the required effort the County must undertake to provide a replacement. A best effort would require the LASD to be more diligent in providing a replacement.
- **Continue Negotiations on Indemnity Agreements** – Agreement includes Section 5.4 which acknowledges indirectly the continued negotiations between the County and contract cities related to concerns that cities bear the full cost of liability for contract activities when the County should share in such liability. A Letter of Understanding between the County and the California Contract Cities Association outlines how both parties will work towards addressing concerns in several areas raised by contract cities.
 - Benefit: The language does not guarantee a change, but it recognizes a mutual interest in ensuring the long-term viability of the Liability Trust Fund and controlling the increasing burden placed on cities for activities a city does not control. The County controls aspects of law enforcement operations (i.e. training, supervision, hiring, discipline, etc.) and to some extent should incur some of the liability, such as when there is gross negligence not controllable by a city. Further negotiations are a positive step.

Liability Trust Fund Claims Board

As established in the 1991 Joint Indemnity Agreement, the County formed the Los Angeles Contract Cities Liability Trust Fund Claims Board (Board) to review and approve settlement of claims and lawsuits for money damages which are paid from the County's Contract Cities Liability Trust Fund. The Board consists of eleven members nominated by the California Contract Cities Association and appointed by the Los Angeles Board of Supervisors. The members include city council members, city managers, and representatives from the California Contract Cities Association.

The Liability Trust Fund is comprised of two funds – the Sheriff's Department Fund and the All Other Departments fund. This is a County trust account funded by contract cities to reimburse the County for all costs related contract city operations leading to litigation and settlements as a part of MLESA operations. The Liability Trust Fund is self-insured for liabilities up to \$10 million and carries insurance up to \$40,000,000.

The Liability Trust Fund has experienced significant payouts due to settlements and litigation work. The settlements are such a large exposure that insurers have been increasing the self-insurance retention (amount paid from the fund before tapping insurance) of \$2 million in 2011-

12 to \$10 million in 2023-24, and the rate paid by contract cities has risen from 4% to 12%, respectively, and will be 12.5% in 2024-25.

Given that all activities of the contract cities in the MLESA are the responsibility of the County and contract cities have no authority to govern over actions to reduce liability, the subcommittee feels strongly of the need to revisit the liability and indemnity relationship between the contract cities and the County to ensure balance in who pays for settlements and litigations. The purpose is to ensure the long-term viability of the Liability Trust Fund and the contract model. Further, with the County being exposed to more financial risk associated with operations that only they can control, there will be a greater incentive to ensure more risk reduction approaches and opportunities are leveraged to reduce the overall losses incurred by both the County and the contract cities.

While the subcommittee proposed changes to liability and indemnity language, the County desired additional time to discuss and consider changes. Consequently, the subcommittee will be continuing discussions on amending this language even after the MLESA is approved by the June 30, 2024 deadline, with the existing liability and indemnity language in place since the last MLESA.

RECOMMENDATION

Adopt Resolution No. 24-06 approving the 5-Year Agreement with the County of Los Angeles for the period of July 1, 2024, through June 30, 2029, and Authorize the Mayor to execute the 5-Year Agreement on behalf of the City.

FISCAL IMPACT

Changes to the MLESA do not alter the cost structure of the annual service level agreement which is included in the Fiscal Year 2024-25 Annual Budget.

ATTACHMENTS

- Attachment A - Resolution 24-06 Municipal Law Enforcement Services Agreement
- Attachment B - Municipal Law Enforcement Services Agreement (MLESA)
- Attachment C - Public Safety Equipment Use Requirements
- Attachment D - Service Level Authorization (Form SH-AD 575)
- Attachment E - 1977 Assumption of Liability Agreement
- Attachment F - 1991 Joint Indemnity Agreement
- Attachment G - 2009 Special Indemnity Agreement

RESOLUTION NO. 24-06

A RESOLUTION OF THE COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, APPROVING A FIVE-YEAR MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR PUBLIC SERVICES PROVIDED BY THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT AND AUTHORIZING THE CITY MANAGER TO PROCURE SERVICES OF THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT ANNUALLY UP TO AN AMOUNT AUTHORIZED IN THE CITY'S OPERATING AND CAPITAL BUDGET FOR THE PERIOD OF JULY 1, 2024 THROUGH JUNE 30, 2029

WHEREAS, The City of Duarte, California (City) and the County of Los Angeles (County) have previously entered into a Municipal Law Enforcement Service Agreement (MLESA) whereby the County through its Sheriff's Department (LASD) provides general and additional law enforcement services within the jurisdiction of the City; and

WHEREAS, the current MLESA expires on June 30, 2024, and the City desires to continue receiving general and additional law enforcement services from the County through the LASD for an additional five years; and

WHEREAS, the City intends to enter into an MLESA for a period starting July 1, 2024 through June 30, 2029 and to procure and allocate funds for such general law and additional services up to such amount appropriated in the City's Annual Operating and Capital Budgets; and

WHEREAS, the City relies upon the City Manager or designee in partnership with the Station Captain of the LASD to implement the MLESA in such manner to best protect the public safety interests of the City of Duarte and to make such operational changes as necessary to implement the MLESA and fulfill the public safety needs of the City.

NOW, THEREFORE, BE IT FURTHER RESOLVED the City Council of the City of Duarte does hereby resolve that:

Section 1. The City Council of the City of Duarte hereby approves the Municipal Law Enforcement Services Agreement between the City and the County for law enforcement and additional services for a five-year period beginning July 1, 2024 and expiring on June 30, 2029.

Section 2. The Mayor is authorized to execute the Municipal Law Enforcement Services Agreement on behalf of the City.

Section 3. The City Manager or his designee is authorized to procure annual services up to the appropriated amount provided in the City's Annual Operating and Capital Budgets and to make any such operational changes to further the public safety interest of the City. Permanently deleting or adding positions will be brought back to the City Council for authorization and approval.

Section 4. The City requests that the Los Angeles County Board of Supervisors, or its designated agent or agency, approve and authorize the performance of services requested in this resolution, subject to the terms and conditions set forth in the MLESA and any other relevant agreement(s).

Section 5. The City Clerk shall attest and certify the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 11th day of June 2024.

Vinh Troung, Mayor

ATTEST:

Annette Juarez, City Clerk

I, Annette Juarez, City Clerk, hereby certify that Resolution 24-06 was approved by vote of the City Council of the City of Duarte at its regular meeting of June 11, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Annette Juarez, City Clerk

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND CITY OF _____**

TABLE OF CONTENTS

SECTION	TITLE	PAGE
	RECITALS.....	1
1.0	SCOPE OF SERVICES.....	1
2.0	ADMINISTRATION OF PERSONNEL.....	2
3.0	DEPLOYMENT OF PERSONNEL.....	3
4.0	PERFORMANCE OF AGREEMENT.....	6
5.0	INDEMNIFICATION.....	7
6.0	TERM OF AGREEMENT.....	8
7.0	RIGHT OF TERMINATION.....	9
8.0	BILLING RATES.....	9
9.0	PAYMENT PROCEDURES.....	10
10.0	NOTICES.....	11
11.0	AMENDMENTS.....	11
12.0	AUTHORIZATION WARRANTY.....	12
13.0	ENTIRE AGREEMENT.....	12
	SIGNATURES.....	13
ATTACHMENT A:	Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form	
ATTACHMENT B:	Contract City Law Enforcement Services and Equipment Master Rate Sheet	
ATTACHMENT C:	Public Safety Equipment Use Requirements	

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND CITY OF _____**

This Municipal Law Enforcement Services Agreement ("Agreement") is made and entered into this _____ day of _____, 2024 by and between the County of Los Angeles ("County") and the City of _____ ("City").

RECITALS

- A. Whereas, the City is desirous of contracting with the County for the performance of municipal law enforcement services by the Los Angeles County Sheriff's Department ("Sheriff's Department"); and
- B. Whereas, the County is agreeable to rendering such municipal law enforcement services on the terms and conditions set forth in this Agreement; and
- C. Whereas, this Agreement is authorized by Sections 56½ and 56¾ of the County Charter and California Government Code Section 51301.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties mutually agree as follows:

1.0 SCOPE OF SERVICES

- 1.1 The County, by and through the Sheriff's Department, agrees to provide general law enforcement services within the corporate limits of the City to the extent and in the manner hereinafter set forth in this Agreement.
- 1.2 Except as otherwise specifically set forth in this Agreement, such services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by the Sheriff's Department under the County Charter, State of California statutes, and the City municipal codes.
- 1.3 General law enforcement services performed hereunder may include, if requested by the City, supplemental security support, supplemental sworn officer support, and supplemental professional civilian support staff.

2.0 ADMINISTRATION OF PERSONNEL

- 2.1 During the term of this Agreement, the Sheriff or his designee shall serve as the Chief of Police of the City and shall perform the functions of the Chief of Police at the direction of the City.
- 2.2 The rendition of the services performed by the Sheriff's Department, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of personnel so employed shall remain with the County. The City understands and agrees that, at the Sheriff's Department's sole discretion, the Sheriff's Department may redeploy personnel for mutual aid purposes pursuant to the California Emergency Services Act, codified at California Government Code Sections 8550-8668. Absent exigent circumstances, any sustained deployment of more than fifty percent (50%) of the City's contracted items, with the calculation determined by service unit type, requires consultation with the City manager or his/her designee. For the purpose of this section, exigent circumstances are defined as such cases where the immediacy of deployment is of such nature where prior consultation is materially detrimental to public safety and the length of such deployment does not exceed 24 hours.
- 2.3 In the event of a dispute between the parties to this Agreement as to the extent of the duties and functions to be rendered hereunder, or the minimum level or manner of performance of such service, the City shall be consulted and a mutual determination thereof shall be made by both the Sheriff's Department and the City. The City shall first consult with the Station Captain, Division Commander, and Division Chief, in an effort to reach a mutual determination. If a mutual determination cannot be realized at a subordinate level, then the matter will be elevated to a Sheriff's Department Assistant Sheriff or the Sheriff.
- 2.4 With regard to Paragraphs 2.2 and 2.3 above, the Sheriff's Department, in an unresolved dispute, shall have final and conclusive determination as between the parties hereto.
- 2.5 All City employees who work in conjunction with the Sheriff's Department pursuant to this Agreement shall remain employees of the City and shall not have

any claim or right to employment, civil service protection, salary, or benefits or claims of any kind from the County based on this Agreement. No City employees as such shall become employees of the County unless by specific additional agreement in the form of a merger agreement which must be concurrently adopted by the City and the County. The Sheriff's Department will provide approved City employees with the required training necessary to access authorized County programs (i.e. CAD, MDC, etc.), so such City employees can perform the functions of their positions.

- 2.6 While performing law enforcement services and functions under this Agreement, every Sheriff's Department employee shall be authorized to enforce all City laws and regulations, including all City codes and ordinances.
- 2.7 The City shall not be called upon to assume any liability for the direct payment of any Sheriff's Department salaries, wages, or other compensation to any County personnel performing services hereunder for the City. Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of the performance of services under this Agreement.
- 2.8 As part of its compliance with all applicable laws and regulations relating to employee hiring, the County agrees that the County Civil Service Rules to which it is subject and which prohibit discrimination on the basis of non-merit factors, shall for purposes of this Agreement be read and understood to prohibit discrimination on the basis of sexual orientation.

3.0 DEPLOYMENT OF PERSONNEL

- 3.1 Services performed hereunder and specifically requested by the City shall be developed in conjunction with the Sheriff's Department and indicated on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement.
- 3.2 The City, or its designated representative, shall meet with its respective Sheriff's Department Station Captain when requesting law enforcement services to be performed in the City, and provide direction to the Sheriff's Department Station Captain regarding the method of deployment for such services. The City and the

Sheriff's Department shall also determine a minimum daily standard of staffing needs for services rendered to ensure an adequate personnel presence during station operation and patrol. The City and the Station Captain shall meet to discuss the minimum daily standard which is documented in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. The Station Captain shall endeavor to meet this standard without increased cost to the City. The Sheriff's Department shall ensure that all services are delivered in a manner consistent with the priorities, annual performance objectives, and goals established by the City.

- 3.3 The Sheriff's Department shall make every attempt to avoid deployment deficiencies (i.e., "busting" of cars) by following the daily minimum standard of staffing, as stipulated in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. Should deployment deficiencies occur, the Sheriff's Department should make every effort to reallocate those resources to the shift where the deficiencies occurred. Should the Sheriff's Department determine that a temporary increase, decrease, and/or realignment in the deployment methodologies is necessary, the Sheriff's Department shall promptly notify the City of this change in advance. In the event that prior notice is not possible, the City shall be notified of the change within two (2) City business days. If monthly service compliance falls below ninety-eight percent (98%) for each service unit type, then the Sheriff's Department Station Captain shall meet with the City to discuss compliance and identify a plan for resolution. If the quarterly and/or year-to-date (September 30th, December 31st, March 31st, and June 30th) service compliance falls below ninety-eight percent (98%) for each service unit type, then the respective Sheriff's Department Division Chief shall meet with the Sheriff's Department Station Captain and the City to discuss compliance and identify a plan for resolution. If the City is dissatisfied with the outcome of either resolution process, the matter will be elevated to a Sheriff's Department Assistant Sheriff or the Sheriff until all City concerns are fully resolved. Resolution may include, but is not limited to, the use of overtime, staffing adjustments, and/or City-initiated service suspensions, at no additional cost to the

City. If the City determines it is unnecessary, the City may waive either dispute resolution process discussed above.

3.3.1 The Sheriff's Department shall monitor and make every attempt to backfill vacant and impaired (to include loaned) sworn supervisorial overhead positions by the beginning of the following quarter.

3.3.2 The Sheriff's Department will work with the City to provide an appropriate tool and/or reports to demonstrate adequate service level compliance under this Agreement. Such service level compliance reports include, but not limited to, daily staffing levels, service levels, deployment of service units, daily deputy activity, or similar type data that is reasonably available.

3.4 A new Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be authorized and signed annually by the City and the Sheriff or his designee effective each July 1, and attached hereto as an Amendment to this Agreement.

3.5 Should the City request a change in the level of service other than pursuant to the annual July 1 readjustment, a revised Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be signed and authorized by the City and the Sheriff or his designee and attached hereto as an Amendment to this Agreement.

3.6 The most recent dated and signed Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be the staffing level in effect between the County and the City.

3.7 The City is not limited to the services indicated in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. The City may also request any other service or equipment in the field of public safety, law, or related fields within the legal power of the Sheriff's Department to provide. Such other services and equipment shall be reflected in a revised Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement under the procedures set forth

in Paragraphs 3.4 and 3.5 above.

- 3.8 With regard to any public safety equipment requested by the City and set forth on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement, the City shall adhere to the terms and conditions set forth in Attachment C, Public Safety Equipment Use Requirements, of this Agreement.
- 3.9 When a contracted service unit, requiring the procurement of a vehicle at the onset of service, is deleted from the Service Level Authorization (SH-AD-575) , and the City reinstates said service unit within a 24-month period, the City will not be required to procure a vehicle.

4.0 PERFORMANCE OF AGREEMENT

- 4.1 For the purpose of performing general law enforcement services under this Agreement, the County shall furnish and supply all necessary labor, supervision, equipment, technology, communication facilities, and supplies necessary to maintain the agreed level of service to be rendered hereunder.
- 4.2 Notwithstanding the foregoing, the City may provide additional resources for the County to utilize in performance of the services.

4.2.1 All bailments require a separate Bailment Agreement governing the County's use of the bailed equipment. Such Bailment Agreements shall be administered at the station level. A bailment is a legal arrangement where one party (City) temporarily transfers possession of specific property or assets to another party (County) to facilitate the provision of certain services.

4.2.2 All donations made by a City to the County will be governed by the most current Sheriff's Department donation procedures.

4.2.3 The County, through the Sheriff's Department, acknowledges its obligation to maintain an inventory of all non-vehicle equipment owned by the City ("City Equipment") provided to the County for its use. The inventory shall include, but not limited to, a detailed description of each item of City Equipment, its serial number (if applicable), its condition upon receipt, and its location. The County shall be responsible for regularly updating and maintaining the inventory of City Equipment, including documenting any changes in the status, condition, or location

of equipment. The inventory shall be kept current and accurate at all times during the term of this Agreement. Upon request by the City, the County shall provide access to the inventory records and facilitate any necessary inspections or audit of the City Equipment. The County shall cooperate fully with the City in verifying the accuracy and completeness of the inventory. In the event of loss, damage, or theft of any City Equipment while under the custody or control of the County, the County shall promptly notify the City in writing and provide a detailed explanation of the circumstances surrounding the incident. All inventory records shall be completed and maintained at the station level.

- 4.3 When and if both parties to this Agreement concur as to the necessity of maintaining a law enforcement headquarters or Sheriff's Department substation within the City which would not normally be provided by the Sheriff's Department, the City shall furnish at its own cost and expense all necessary office space, and the Sheriff's Department shall have authority to negotiate with the City regarding which entity shall pay for furniture and furnishings, office supplies, janitor service, telephone, light, water, and other utilities.
- 4.4 It is expressly further understood that in the event a local office or building is maintained in the City, such local office or building may be used by the Sheriff's Department in connection with the performance of its duties in territory outside of the City, provided, however, that the performance of such outside duties shall not be at any additional cost to the City.
- 4.5 Notwithstanding the foregoing, it is mutually agreed that in all instances where special supplies, stationery, notices, forms, and the like must be issued in the name of the City, the same shall be supplied by the City at its own cost and expense.

5.0 INDEMNIFICATION

- 5.1 The parties hereto have executed an Assumption of Liability Agreement approved by the County Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the County Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this Agreement as if set out in full herein.

- 5.2 The parties hereto have also executed a County-City Special Indemnity Agreement approved by the County Board of Supervisors on August 25, 2009. This document is made a part of and incorporated into this Agreement as if set out in full herein.
- 5.3 In the event the County Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.
- 5.4 Notwithstanding anything to the contrary contained in the Agreement, the indemnification term under this section shall be in effect for a period of nine (9) months, through and including March 31, 2025, with an automatic six-month (6) renewal thereafter, through and including September 30, 2025 (“Indemnification Extension”), unless: (a) this section is amended at any time prior to September 30, 2025; or (b) the entire Agreement is terminated earlier, pursuant to Section 7.0 of this Agreement. If the parties continue to perform under the Agreement after the expiration of the Indemnification Extension without any amendment to this section in accordance with Section 11.0, then the indemnification term under this section will be automatically renewed and incorporated herein for the entire duration of this Agreement.

6.0 TERM OF AGREEMENT

- 6.1 The term of this Agreement shall be from July 1, 2024 through June 30, 2029, unless sooner terminated or extended as provided for herein.
- 6.2 At the option of the County Board of Supervisors and with the consent of the City Council, this Agreement may be renewed or extended for successive periods not to exceed five (5) years each.
- 6.3 Nine (9) months prior to the expiration of this Agreement, the parties shall meet and confer in good faith to discuss the possible renewal or extension of this Agreement pursuant to Paragraph 6.2 above. The parties shall reach an agreement as to the terms of any renewal or extension period no later than six (6) months prior to the expiration of this Agreement. Absent mutual agreement by the parties within that time frame, this Agreement shall expire at the conclusion of the then-existing term.

7.0 RIGHT OF TERMINATION

- 7.1 Either party may terminate this Agreement as of the first day of July of any year upon notice in writing to the other party of not less than one hundred eighty (180) calendar days prior thereto.
- 7.2 Notwithstanding any provision herein to the contrary, the City may terminate this Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed hereunder, and in such an event this Agreement shall terminate sixty (60) calendar days from the date of the City's notice to the County.
- 7.3 This Agreement may be terminated at any time, with or without cause, by either party upon written notice given to the other party at least one hundred eighty (180) calendar days before the date specified for such termination.
- 7.4 In the event of a termination, each party shall fully discharge all obligations owed to the other party accruing prior to the date of such termination, and, except as otherwise provided herein, each party shall be released from all obligations which would otherwise accrue subsequent to the date of termination.
- 7.5 In the case of termination of this Agreement, the Sheriff will provide only such duties as are required by law.

8.0 BILLING RATES

- 8.1 The City shall pay the County for the services and equipment provided under the terms of this Agreement at the billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement, as established by the County Auditor-Controller.
- 8.2 The billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall be readjusted by the County Auditor-Controller annually effective July 1 of each year, published by the County, and attached hereto as an Amendment to this Agreement, to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the County Board of Supervisors.
- 8.3 The City shall be billed at the current fiscal year's billing rates based on the service level provided within the parameters of Attachment A, Los Angeles County

Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement.

- 8.4 The billing rates for other services and equipment requested pursuant to Paragraph 3.7 of this Agreement and not set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall be determined by the County Auditor-Controller in accordance with the policies and procedures established by the County Board of Supervisors and then set forth and published on a revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement.

9.0 PAYMENT PROCEDURES

- 9.1 The County, through the Sheriff's Department, shall render to the City, after the close of each calendar month, a summarized invoice which covers all services performed during said month, and the City shall pay the County for all undisputed amounts within sixty (60) calendar days after date of the invoice.
- 9.2 If such payment is not delivered to the County office which is described on the invoice within sixty (60) calendar days after the date of the invoice, the County is entitled to recover interest thereon. For all disputed amounts, the City shall provide the County with written notice of the dispute including the invoice date, amount, and reasons for dispute within ten (10) calendar days after receipt of the invoice. The parties shall memorialize the resolution of the dispute in writing. For any disputed amounts, interest shall accrue if payment is not received within sixty (60) calendar days after the dispute resolution is memorialized.
- 9.3 Interest shall be at the rate of ten percent (10%) per annum or any portion thereof, calculated from the invoice due date, or in the case of disputed amounts, calculated from the date the resolution is memorialized.
- 9.4 Notwithstanding the provisions of California Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within sixty (60) calendar days after the date of the invoice, or in the case of disputed amounts, from the date the resolution is memorialized, the County may satisfy such indebtedness, including interest thereon, from any funds of the City on deposit with the County without giving further notice to the City of the County's

intention to do so.

10.0 NOTICES

10.1 Unless otherwise specified herein, all notices or demands required or permitted to be given or made under this Agreement shall be in writing and shall be hand delivered with signed receipt or mailed by first class registered or certified mail, postage prepaid, addressed to the parties at the following addresses and to the attention of the person named. Addresses and persons to be notified may be changed by either party by giving ten (10) calendar days prior written notice thereof to the other party.

10.2 Notices to the County shall be addressed as follows:

Los Angeles County Sheriff's Department
Contract Law Enforcement Bureau
Attn: Unit Commander
211 W. Temple Street. 7th Floor
Los Angeles, California 90012
Phone #: 213-229-1647

10.3 Notices to the City of shall be addressed as follows:

City of _____
Attn:
Address:
Phone #:

11.0 AMENDMENTS

11.1 Except for changes pursuant to Paragraphs 8.2 and 8.4 of this Agreement, all changes, modifications, or amendments to this Agreement must be in the form of a written Amendment duly executed by the County Board of Supervisors and an authorized representative of the City.

11.2 Notwithstanding Paragraph 11.1 above, the Sheriff or his designee is hereby authorized to execute, on behalf of the County, any Amendments and/or supplemental agreements referenced in Sections 3.0, 4.0, and 9.0 of this Agreement.

11.3 In accordance with Paragraphs 8.2 and 8.4 of this Agreement, the Sheriff or his designee is hereby authorized to publish, on behalf of the County, the annual revised Attachment B, Contract City Law Enforcement Services and Equipment

Master Rate Sheet, of this Agreement. The revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall serve as an Amendment to this Agreement, but shall not require the signature of either party.

12.0 AUTHORIZATION WARRANTY

12.1 The City represents and warrants that the person executing this Agreement for the City is an authorized agent who has actual authority to bind the City to each and every term, condition, and obligation of this Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing this Agreement for the County is an authorized agent who has actual authority to bind the County to each and every term, condition, and obligation of this Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

13.0 ENTIRE AGREEMENT

This Agreement, including Attachment A, Attachment B, and Attachment C, and any Amendments hereto constitute the complete and exclusive statement of understanding of the parties which supersedes all previous agreements, written or oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Section 11.0, Amendments, of this Agreement.

MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND CITY OF _____

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors, has caused this Agreement to be executed by the Sheriff of Los Angeles County, and the City has caused this Agreement to be executed by its duly authorized representative, on the dates written below.

COUNTY OF LOS ANGELES

By _____
ROBERT G. LUNA
Sheriff

Date _____

CITY OF _____

By _____

Date _____

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
DAWYN R. HARRISON
County Counsel

By _____
Principal Deputy County Counsel

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

PUBLIC SAFETY EQUIPMENT USE REQUIREMENTS

1.0 TRANSFER OF PUBLIC SAFETY EQUIPMENT

- 1.1 The County, through the Sheriff's Department, hereby transfers the public safety equipment set forth on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement ("Equipment") for the exclusive use of the City during the term of the Agreement.

2.0 USE OF EQUIPMENT

- 2.1 The City may use the Equipment for any lawful purpose, including use in connection with public safety activities in all areas under the City's jurisdiction.
- 2.2 The City shall not use or operate the Equipment in violation of any federal, state, or local law, rule, regulation, or ordinance.
- 2.3 The Equipment shall not be used or operated as follows:
 - 2.3.1 In a manner subjecting the Equipment to depreciation above the normal depreciation associated with public safety use; and/or
 - 2.3.2 For an illegal purpose or by a person under the influence of alcohol or narcotics.

3.0 SAFEKEEPING AND MAINTENANCE

- 3.1 The City shall exercise due care for the safekeeping of the Equipment during the term of the Agreement.
- 3.2 The City shall ensure that the Equipment is kept in good working order and condition, shall ensure that the Equipment is scheduled and available to County for the performance of its regularly scheduled maintenance by the County, and shall comply in every respect with any manufacturer's/owner's manual that comes with the Equipment.
- 3.3 The County shall perform all maintenance and repairs required for the proper operation of the Equipment. Except as otherwise set forth herein, such maintenance and repairs are provided in exchange for the City's payment of the annual billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of the Agreement. The City has the right to inspect said Equipment prior to acceptance of the Equipment following maintenance and repairs by the County.

- 3.4 Maintenance and repairs provided by the County under the Agreement may be performed by the County, its third party vendors, and/or the manufacturer of the Equipment.
- 3.5 The County shall assume responsibility for ensuring that the Equipment has been inspected or otherwise tested in accordance with the laws of the State of California and the United States prior to use by the City.
- 3.6 The City shall inspect the Equipment upon initial delivery and return from County following maintenance and repair, and, by acceptance thereof, finds the Equipment in good working order and condition.
- 3.7 The Equipment shall be maintained and repaired solely by the County. The City and any of its third party vendors are prohibited from performing any maintenance and repairs on the Equipment.
- 3.8 All regularly scheduled maintenance shall be performed by the County, and the City shall timely present the Equipment to the County for the performance of regularly scheduled maintenance at the direction of, and in accordance with the policies and procedures of, the Sheriff's Department's Communications and Fleet Management Bureau. The Sheriff's Department shall make every effort to perform any maintenance in a timely manner.
- 3.9 Any Equipment requiring maintenance and repair by the County for any extended length of time, as determined by the Sheriff's Department's Communications and Fleet Management Bureau, will make best efforts to provide a temporary replacement piece of Equipment if such extended time exceeds or is projected to exceed sixty (60) calendar days. All terms and conditions set forth herein shall apply to the City's use of any temporary replacement Equipment provided by the County. The County shall not be responsible for any damages or liability resulting from the City's loss of use of the Equipment during the performance of maintenance and repair services by the County.

4.0 INSPECTION BY COUNTY

- 4.1 The County shall have the right to inspect the Equipment, immediately upon request by the County, at any time during the term of the Agreement. The City shall provide the County with such operating, and other information, or copies of any such records maintained by the City with respect to the Equipment, as the County or any government agency may require from time to time.

5.0 TITLES

- 5.1 The County shall retain ownership of the Equipment used by the City during the term of the Agreement. Legal title to the Equipment is, and shall, at all times, remain in the name of the County. The Equipment shall not be transferred or delivered by the City to any persons other than the County without the County's

prior written consent.

6.0 INDEMNIFICATION

- 6.1 The City agrees to indemnify, defend, and hold harmless the County from any and all liability, losses, or damages the County may suffer and from any claims, demands, costs, or judgments against the County arising out of City's use or operation of the Equipment. This indemnification does not extend to (1) any liability resulting from inherent defects or malfunctions in such Equipment related to manufacturer's acts or omissions, or (2) negligent or wrongful maintenance or repair of the Equipment provided by the County.

7. RISK OF LOSS

- 7.1 The City shall assume all risk of loss to the Equipment from the time it is delivered by the County to the City, and inspected and accepted by the City, until (1) the Equipment is returned to the County upon expiration or termination of the Agreement, or (2) the County regains temporary possession of the Equipment for purposes of providing maintenance and repair.
- 7.2 Upon inspection/acceptance of the Equipment, the City shall be responsible for any and all damage to the Equipment, except those damages resulting from (1) inherent defects or malfunctions in such Equipment related to manufacturer's acts or omissions, or (2) the negligent or wrongful maintenance or repair of the Equipment provided by the County.
- 7.3 In the event of damage to the Equipment or the Equipment is in need of repair, the City shall notify the County to that effect and follow such instructions that the County may provide with respect to repair or disposal of the Equipment. If the Equipment is lost, stolen, destroyed, or declared to be a total constructive loss (subject to the County's agreement as to such condition), the City shall properly notify the County thereof and hold any Equipment for disposal by the County. With respect to any loss, theft, or destruction of the Equipment, the County and the City shall negotiate the value for comparable equipment in a condition similar to the lost, stolen, or destroyed Equipment immediately prior to any such loss. The City shall reimburse the County for the value of the lost, stolen, or destroyed Equipment.

8.0 BILLING RATES

- 8.1 As further discussed in Section 8.0, Billing Rates, of the Agreement, the City shall pay the County for the use of the Equipment provided under the Agreement at the annual billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of the Agreement, as established by the County Auditor-Controller.



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)

ATTACHMENT A

CITY: Duarte

FISCAL YEAR: 2023-2024

EFFECTIVE DATE: 7/1/2023

DEPUTY SHERIFF SERVICE UNIT													
RANK	RELIEF FACTOR	SERVICE CODE	CHANGE			ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
			NEW	PREV.	CHANGE								
Deputy Sheriff	56-Hour Unit	307	5.75	5.75	0.00	\$ 499,296.00	\$ 2,870,952.00	\$ 344,514.24	\$ 3,215,466.24	2,920	16,790	1,007,400	9,384
Deputy Sheriff	40-Hour Unit	306	2.00	2.00	0.00	\$ 356,640.00	\$ 713,280.00	\$ 85,593.60	\$ 798,873.60	2,086	4,172	250,320	2,332
Special Assignment Deputy	Non-Relief	278	1.00	1.00	0.00	\$ 324,218.00	\$ 324,218.00	\$ 38,906.16	\$ 363,124.16	1,789	1,789	107,340	1,000

DEPUTY SHERIFF SERVICE UNIT (BONUS)													
RANK	RELIEF FACTOR	SERVICE CODE	ANNUAL RATE			ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED	
			NEW	PREV.	CHANGE			\$ -		0	0	0.000	
					0.00			\$ -		0	0	0.000	

GROWTH/GRANT DEPUTY UNIT													
RANK	RELIEF FACTOR	SERVICE CODE	CHANGE			ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
			NEW	PREV	CHANGE								
Grant Special Assignment Deputy	Non-Relief	312	2.00	2.00	0.00	\$ 226,605.00	\$ 453,210.00	\$ 54,385.20	\$ 507,595.20	1,789	3,578	214,680	2,000
Grant Motor Deputy	Non-Relief	422	1.00	1.00	0.00	\$ 244,174.00	\$ 244,174.00	\$ 29,300.88	\$ 273,474.88	1,789	1,789	107,340	1,000
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

SUPPLEMENTAL POSITIONS													
RANK	RELIEF FACTOR	SERVICE CODE	ANNUAL RATE			ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED	
			NEW	PREV	CHANGE								
Sergeant, Supplemental	Non-Relief	353	1.00	1.00	0.00	\$ 298,507.00	\$ 298,507.00	\$ 298,507.00	1,789	1,789	107,340	1.000	
					0.00			\$ -		0	0	0.000	
					0.00			\$ -		0	0	0.000	
					0.00			\$ -		0	0	0.000	
Estimated Cost for Service Units: \$ 4,904,341.00						Total Liability (12%): \$ 552,700.08	Estimated Subtotal: \$ 5,457,041.08		1,685.00				
							Public Safety Equipment Cost (See page 3): \$		Estimated Total Annual Cost: \$ 5,458,726.08				

The terms of this Service Level Authorization (SH-AD 575) will remain in effect until a subsequent SH-AD 575 is signed and received by LASD. Notwithstanding, annual rates shall be revised annually per Sections 8.2 and 11.3 of the MLESA.

LASD Approval By:

Report Prepared By:

Rudy Sanchez

SERGEANT

5/30/2023

DATE

City Approval By:

"I certify that I am authorized to make this commitment on behalf of the City."

Processed at CLEB By:

LARRY BREEDA
CITY OFFICIAL NAME

Signature
6/12/23
DATE

SERGEANT

7/20/2023
DATE



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)
DEPLOYMENT OF PERSONNEL

City: Duarte Fiscal Year: 2023-2024 Effective Date: 7/1/2023

SERVICE UNIT	TOTAL UNITS PURCHASED	GENERAL LAW			TRAFFIC LAW			MOTOR DEP	SAD	D.B.	TEAM LEADER	TOTAL UNITS ASSIGNED
		EM	AM	PM	EM	AM	PM					
DEPUTY SHERIFF												
Non-Relief	1.00								1.00			1.00
40-Hour Unit	2.00		1.00	1.00								2.00
56-Hour Unit	5.75	1.00	1.00	1.00	1.00	1.00	0.75					5.75
70-Hour Unit	0.00											0.00
Motor (Non-Relief)	0.00											0.00
DEPUTY BONUS												
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00
56-Hour Unit	0.00											0.00
70-Hour Unit	0.00											0.00
GROWTH DEPUTY												
Deputy	0.00											0.00
SAD	0.00											0.00
Bonus I	0.00											0.00
Motor (Non-Relief)	0.00											0.00
GRANT DEPUTY												
Deputy	0.00											0.00
SAD	2.00								2.00			2.00
Bonus I	0.00											0.00
Motor (Non-Relief)	1.00							1.00				1.00
Routine City Helicopter Billing Agreement YES ☐ NO ☒												
License Detail - Business License & Renewal Applications YES ☐ NO ☒												
License Detail - Acts on Violations Observed within the City YES ☐ NO ☒												
S.T.A.R. Deputy Program YES ☐ NO ☒												
Other Supplemental Services YES ☒ NO ☐												
NOTE: License Detail is billed on an hourly basis and billed monthly as service is provided.												

Sworn							Total
	Lieutenant	Sergeant	Bonus Deputy	Motor Deputy	Deputy	SAD	
Hours	0	1,789	0	1,789	20,962	5,367	29,907
Minutes	0	107,340	0	107,340	1,257,720	322,020	1,794,420
Personnel	0.000	1.000	0.000	1.000	11.716	3.000	16.716

Civilian				Total
	SSO	LET/CSA/CA/PCO	Clerical	
Hours	0	0	0	0
Minutes	0	0	0	0
Personnel	0.000	0.000	0.000	0.000

FOR CONTRACT LAW ENFORCEMENT BUREAU USE ONLY			
BILLING MEMO REQUIRED AND SUBMITTED:	YES ☒	NO ☐	N/A ☐
(PERSONNEL TRANSACTION REQUEST) "PTR" REQUIRED AND SUBMITTED:	YES ☐	NO ☐	N/A ☒
ORGANIZATIONAL CHART REQUIRED AND SUBMITTED:	YES ☐	NO ☐	N/A ☒
DUTY STATEMENT REQUIRED AND SUBMITTED:	YES ☐	NO ☐	N/A ☒
SMS DEPLOYMENT CONTRACT UPDATED:	YES ☒	NO ☐	N/A ☐
MINUTE PROGRAM IN RAPS UPDATED:	YES ☒	NO ☐	N/A ☐

Initials

City Official:

Unit Commander:



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)
PUBLIC SAFETY EQUIPMENT

CITY: Duarte FISCAL YEAR: 2023-2024

START-UP VEHICLE					
VEHICLE TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

EQUIPMENT					
MDC TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST
MDC Data & Maintenance Only	Year 2+	595	1	\$ 1,685.00	\$ 1,685.00

ALPR WITH INSTALL	YEAR	SERVICE CODE	#	RATE	TOTAL COST
Total Public Safety Equipment Cost:					\$ 1,685.00

Initials

City Official:

Unit Commander:

CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT MASTER RATE SHEET

Liability Rate: 12.0%

DSSU Rates			
Rank	Relief Factor	Annual Rate	Service Code
Deputy Sheriff	Non-Relief	\$ 324,218	310
Deputy Sheriff	40-Hour Unit	\$ 356,640	306
Deputy Sheriff	56-Hour Unit	\$ 499,296	307
Deputy Sheriff	70-Hour Unit	\$ 624,120	308
Special Assignment Deputy	Non-Relief	\$ 324,218	278
Catalina Deputy	Non-Relief	\$ 295,847	324

DSSU Bonus I Rates			
Rank	Relief Factor	Annual Rate	Service Code
Deputy Sheriff, Bonus I	Non-Relief	\$ 348,030	305
Deputy Sheriff, Bonus I	40-Hour Unit	\$ 382,833	301
Deputy Sheriff, Bonus I	56-Hour Unit	\$ 535,966	302
Deputy Sheriff, Bonus I	70-Hour Unit	\$ 669,957	303

Growth/Grant Deputy Rates			
Rank	Relief Factor	Annual Rate	Service Code
Growth Deputy Generalist	Non-Relief	\$ 226,605	335
Growth Deputy Generalist	40-Hour Unit	\$ 264,221	573
Growth Deputy Generalist	56-Hour Unit	\$ 369,819	582
Growth Deputy Generalist	70-Hour Unit	\$ 462,274	583
Growth Special Assignment Deputy	Non-Relief	\$ 226,605	204
Growth Deputy Bonus I	Non-Relief	\$ 246,740	336
Growth Motor Deputy	Non-Relief	\$ 244,174	424
Grant Deputy Generalist	Non-Relief	\$ 226,605	386
Grant Special Assignment Deputy	Non-Relief	\$ 226,605	312
Grant Deputy Bonus I	Non-Relief	\$ 246,740	384
Grant Motor Deputy	Non-Relief	\$ 244,174	422

Supplemental Rates			
Rank	Relief Factor	Annual Rate	Service Code
Captain	Non-Relief	\$ 448,565	321
Lieutenant	Non-Relief	\$ 354,112	342
Sergeant, Patrol	Non-Relief	\$ 377,917	631
Sergeant, Supplemental	Non-Relief	\$ 298,507	353
Motor Sergeant	Non-Relief	\$ 314,708	348
Watch Deputy	Non-Relief	\$ 242,476	354
Motor Deputy	Non-Relief	\$ 324,218	305A
Community Services Assistant (w/ veh)	Non-Relief	\$ 79,105	325
Community Services Assistant (w/out veh)	Non-Relief	\$ 78,006	327
Crime Analyst	Non-Relief	\$ 162,211	329
Custody Assistant	Non-Relief	\$ 132,846	331
Forensic ID Specialist II	Non-Relief	\$ 200,989	356
Information Systems Analyst I	Non-Relief	\$ 176,380	332
Senior Information Systems Analyst	Non-Relief	\$ 230,769	334
Intermediate Clerk	Non-Relief	\$ 87,140	338
Law Enforcement Technician (w/out veh)	Non-Relief	\$ 119,186	339
Law Enforcement Technician (w/ veh)	Non-Relief	\$ 120,202	340
Operations Assistant I	Non-Relief	\$ 115,142	343
Operations Assistant II	Non-Relief	\$ 143,042	344
Operations Assistant III	Non-Relief	\$ 163,826	345
Secretary V	Non-Relief	\$ 124,601	346
Security Assistant	Non-Relief	\$ 65,982	362
Security Officer	Non-Relief	\$ 102,289	347
Station Clerk II	Non-Relief	\$ 108,540	351
Supervising Station Clerk	Non-Relief	\$ 131,222	352
Skynight Observer	Non-Relief	\$ 348,030	349

CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT MASTER RATE SHEET

Vehicle & Equipment Rates

Start-Up Vehicle	Year	Annual Rate	Service Code
B/W Patrol - Ford Explorer PIU Hybrid AWD	2023-2024	\$ 105,841	378
B/W Tahoe 2WD	2023-2024	\$ 102,552	399
B/W Motorcycle	2023-2024	\$ 65,292	381
Solid Patrol Vehicle with Cage (SAO Sergeant/Detectives)	2023-2024	\$ 100,339	118A
Solid Patrol Vehicle without Cage (SAO Sergeant/Detectives)	2023-2024	\$ 98,168	118B
Ford Escape SUV Hybrid (White Fleet - CSA, SSO, LET)	2023-2024	\$ 65,951	203
Ford Explorer PIU Hybrid (Street Package - Executive)	2023-2024	\$ 80,689	201
Ford F-150 Police Responder BW	2023-2024	\$ 108,211	205
K-9 Vehicle (B/W Tahoe 2WD)	2023-2024	\$ 114,050	593

Equipment	Year	Annual Rate	Service Code
MDC New Purchase, Data & Maintenance - CF-31	Year 1	\$ 8,785	198
MDC New Purchase, Data & Maintenance - GETAC V110	Year 1	\$ 8,389	164
MDC Data & Maintenance Only	Year 2+	\$ 1,685	595
ALPR New Install 1st Year (5yr Program)	Year 1	\$ 5,000	680
ALPR System 2nd Year	Year 2	\$ 5,000	680A
ALPR System 3rd Year	Year 3	\$ 5,000	680B
ALPR System 4th Year	Year 4	\$ 4,650	680C
ALPR System 5th Year	Year 5	\$ 4,650	680D

Annual revised rates shall be readjusted annually per Sections 8.2 and 11.3 of the MLESA.

EXHIBIT VI

ATTACHMENT 2

ASSUMPTION OF LIABILITY AGREEMENT

THIS AGREEMENT, dated for reference purposes only, on the 14th day of November, 1977, is made and entered into between the County of Los Angeles, sometimes hereinafter referred to as the "County," and the City of San Dimas, sometimes hereinafter referred to as the "City."

RECITALS

(a) City and County have heretofore contracted for the performance of services by County, its officers, agents and employees, and will in the future extend, renew and amend such contracts, and enter into other and further contracts for the performance of services; and

(b) Such contracts are agreements defined under §895 of the Government Code, and pursuant to §895.2 thereof joint and several liability is imposed on the parties; and

(c) Pursuant to §895.4 of the Government Code the parties as a part of the aforementioned agreements may provide for contribution or indemnification upon any liability arising out of the performance of the agreement; and

(d) The County is willing to assume liability and defend and hold the City harmless from any loss, cost or expense caused by the negligent or wrongful acts or omissions of County officers, its agents and employees, occurring in the performance of said agreement; and

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1 (e) The City is willing to assume liability and defend and
2 hold the County harmless from loss, cost or expenses caused by
3 the negligent or wrongful act or omission of city officers, agents
4 or employees occurring in the performance of agreements between
5 the parties, except as hereinafter provided,

6 NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

7 1. The County will assume liability and defend and
8 hold the City harmless from loss, costs or expenses caused
9 by the negligent or wrongful act or omission of County
10 officers, agents and employees occurring in the performance
11 of agreements between the parties hereto to the extent that
12 such liability is imposed on the City by the provisions of
13 §895.2 of the Government Code of the State of California.

14 2. The City will assume liability and defend and hold
15 the County harmless from loss, costs or expenses caused by
16 the negligent or wrongful act or omission of City officers,
17 agents and employees occurring in the performance of agree-
18 ments between the parties hereto to the extent that such
19 liability is imposed on the County by the provisions of
20 §895.2 of the Government Code of the State of California. In
21 addition, when liability arises pursuant to §§830, et seq.,
22 of the Government Code, by reason of a dangerous condition
23 of public property of the City, the City shall assume
24 liability and defend and hold the County harmless from loss,
25 costs or expenses caused by the negligent or wrongful act or
26 omission of City officers, agents and employees, whether

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1 arising in the performance of an agreement between the
2 parties hereto, with the exception that the County shall
3 assume liability and defend and hold the City harmless from
4 loss, costs or expenses caused by the negligent or wrongful
5 act or omission of County officers, agents and employees,
6 occurring in the performance of any agreement between the
7 parties hereto where a duty is imposed on the County pursuant
8 to such agreement to provide maintenance or inspection
9 services pertaining to said property. Where such an agree-
10 ment between a City and County provides that the County will
11 provide at least the same level of maintenance or inspection
12 services that the County provides to unincorporated areas,
13 the County will assume liability and defend and hold the City
14 harmless from loss, costs or expense caused by the negligent
15 or wrongful act or omission of County officers, agents and
16 employees in failing to provide said services in accordance
17 with said agreement.

18 3. The parties further agree that the Auditor-
19 Controller of the County shall establish a fund for the pay-
20 ment of losses for which the County may be liable under the
21 terms of this agreement, and the County agrees to maintain
22 the fund for the purpose of paying such losses which may
23 occur through its performance under agreements to provide
24 city services to the cities within the County.

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1 4. It is understood by the parties that the fund
2 referred to in paragraph 3 above is under the full control
3 of the Board of Supervisors and reappropriation of unen-
4 cumbered year-end balances in this fund is discretionary
5 with the Board of Supervisors.

6 5. The City agrees to make payment to the fund, and
7 the County agrees to require each city receiving services
8 under City Service Agreements to also contribute to the fund.
9 Payments towards the total amount of the fund shall be made
10 by the City in such amounts as may be established by the
11 Auditor-Controller according to the policy and procedure
12 established by the Board of Supervisors, and in the same
13 ratio as the cost of services received by the City is to the
14 total cost to the County for its performance of City Service
15 Agreements during each fiscal year. In the event that City
16 should elect to terminate its Service Agreement with the
17 County, its responsibility to contribute to the fund pursuant
18 to this agreement shall be limited to payment of amounts
19 which accrue prior to the effective date of said termination.

20 6. Each party agrees to fully cooperate with the other
21 and assist the other party hereto in all matters relating to
22 losses covered by the terms of this agreement, and more
23 specifically but not being limited thereby, each party will:

24 (a) Give prompt notification of all occurrences
25 covered or likely to be covered by the terms hereof,
26 together with the particulars thereof to the other party
27 hereto;

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1 (b) If claim is made, or suit is brought against
2 a party on occurrences covered or likely to be covered
3 by the terms hereof, such party shall immediately
4 forward every claim, demand, notice, summons or other
5 process received by it to the other party hereto.

6 7. Should City agree, stipulate, consent to, or other-
7 wise suffer the granting of any claim, the making of any
8 judgment, order, or other award for damages or other relief
9 against itself or any of its or the County's officers,
10 agents, or employees in any proceeding or action authorized
11 by law involving a matter arising out of the performance by
12 the County of services affected hereby without the prior
13 written consent thereto of the County, the City agrees to
14 indemnify, hold harmless, and defend the County from any
15 loss, cost or expense to it arising from such claim, judgment,
16 or other award irrespective of the legal basis upon which
17 liability may be imposed by such action including liability
18 of the County under the provisions of Section 895.2 of the
19 Government Code.

20 8. Any party may at its own cost participate in the
21 defense of any suit, or in the prosecution of any appeal
22 affecting matters herein involved where the duty of defense
23 or prosecution is imposed on the other party, and where the
24 other party has consented thereto.

25 9. This agreement shall apply to and shall be deemed
26 to be a part of all agreements now existing or hereafter

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1 entered into, including amendments, renewals, or other
2 extensions thereof, wherein the City and County have con-
3 tracted under circumstances wherein the liability of the City
4 and County is joint and several under §895.2 of the Govern-
5 ment Code of the State of California. The provisions of this
6 agreement shall supersede and control over any other provi-
7 sions inconsistent therewith in any such contract, heretofore
8 or hereafter entered into by and between the parties hereto,
9 unless by specific reference therein this Assumption of
10 Liability Agreement is inapplicable.

11 10. On the effective date of this agreement that cer-
12 tain agreement entitled "Assumption of Liability Amendment,"
13 if any between the parties, is terminated. The effective
14 date of this agreement is the date executed by the parties,
15 but in no event sooner than 12:00 A.M., March 15, 1978,
16 unless the aforementioned Assumption of Liability Amendment
17 should be sooner terminated by the parties, in which event
18 the date of such termination shall be the effective date of
19 this agreement. Upon the effective date of this agreement the
20 same shall continue during the term of any agreement for
21 services to which the same is applicable, unless the County
22 shall sooner elect to terminate this agreement upon thirty
23 days written notice to the City. The County further agrees
24 that this agreement shall be only terminated upon the occur-
25 rence of the foregoing, or any one or more of the following
26 events:

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1 (a) Failure of the City to cooperate with the
2 County as required by this agreement.

3 (b) Upon the City authorizing any judgment, order
4 or other award for damages without the consent of the
5 County in violation of the terms and provisions of this
6 agreement.

7 (c) Upon the County's election in its absolute
8 discretion to terminate this Assumption of Liability
9 Agreement as to all cities having such service agree-
10 ments with the County.

11 11. To the extent that the County has agreed to indem-
12 nify, defend and waive harmless a city, its officers, agents
13 and employees under this agreement, said obligation shall
14 continue to exist during the term of this agreement whether
15 or not there are sufficient funds for such indemnity, defense
16 or hold harmless in the fund established by the Auditor-
17 Controller. It is further understood that the County may
18 also utilize said fund for the purchase of commercial
19 insurance and claims management services and for the payment
20 of other costs to cover the exposures of the County hereunder
21 in whole or in part.

22 12. On termination by the City of service contract with
23 the County, or upon termination by the County for any cause,
24 the County shall continue to indemnify, defend and hold harm-
25 less the City for all claims and losses for which liability
26 is imposed on the County by the terms of this agreement, and

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where arising out of the County's negligent or wrongful act or omission, prior to the effective date of said termination. Said City shall not be entitled to return of any consideration paid by it towards the fund established by the Auditor-Controller on the termination of this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officers the day and year hereinafter set forth.

CITY OF SAN DIMAS

By Maurin Enker
Mayor

ATTEST this 28th day of February, 1978.

Ruth V. Foster
City Clerk



COUNTY OF LOS ANGELES

By Robert F. Shuman
Chairman, Board of Supervisors

ATTEST this 22 day of MARCH, 1978.

JAMES S. MIZE, Executive Officer-Clerk of the Board of Supervisors

By Wm Jordan
Deputy

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

109

DEC 27 1977

James S. Mize
JAMES S. MIZE
EXECUTIVE OFFICER

ATTACHMENT 3

JOINT INDEMNITY AGREEMENT

THIS AGREEMENT, dated for reference purposes on the ____ day of _____, 1991, is made and entered into between the County of Los Angeles, sometimes hereinafter referred to as the "County", and the City of _____, sometimes hereinafter referred to as the "City."

This agreement is entered into based upon the following facts:

(a) City and County have contracted for the performance of services by County, its officers, agents and employees, and may in the future extend, renew and amend such contracts, and enter into other and further contracts for the performance of services, all of which are hereinafter referred to as "service contracts";

(b) Pursuant to Government Code Section 895.6, if the agreements between City and County fail to specify how the responsibility for liability for injuries to persons or property is to be allocated, each entity is to contribute an equal share of the amount of any judgment based on an injury that occurs in the performance of the agreement;

(c) Pursuant to Government Code Section 895.4, the City and County may allocate the ultimate financial responsibility among themselves in whatever manner seems most desirable to them;

(d) County has established the Contract Cities Trust Fund (sometimes hereinafter referred to as "Trust Fund") into which County will deposit designated portions of the funds received from City and other cities as compensation for the performance of services;

(e) County is willing to perform the services for City if City is willing to contribute to the Trust Fund as a part of the compensation for the performance of the services;

(f) City is willing to have County provide the services and to contribute to the Trust Fund as a part of the compensation for the performance of the services;

(g) Utilizing the Trust Fund, County is willing to assume liability and defend and hold City harmless from any loss, cost or expense caused by the negligent or wrongful acts or omissions of County officers, its agents or employees, occurring in the performance of said agreements.

(h) Using its own funds and without contribution from the Trust Fund, City is willing to assume liability and defend and hold County harmless from loss, cost or expenses caused by the negligent or wrongful act or omission of City officers, agents or employees occurring in the performance of agreements between the parties.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. Establishment of Trust Fund

City and County agree that the Auditor-Controller of the County shall establish a fund for the payment of losses for which County may be liable under the terms of this agreement.

County agrees to maintain the fund, to be known as the Contract Cities Trust Fund, for the purposes set forth in this Agreement.

2. Control of Trust Fund

City and County agree that the Trust Fund is under the full control of County.

3. Payment to Trust Fund

City agrees to make payment to the fund, and County agrees to require each City receiving services under service contracts to also contribute to the fund.

Payments towards the total amount of the fund shall be made by City in such amounts as may be established by County Trust

Fund Administrator with concurrence of Auditor-Controller according to the policy and procedures established by County.

Such payments may be at a rate calculated separately for each specific service provided by County through its performance of service contracts during each fiscal year.

4. Sufficiency and Use of Trust Fund

To the extent that County has agreed to indemnify, defend and hold harmless City, its officers, agents and employees under this agreement, said obligation shall continue to exist during the term of this agreement whether or not there are sufficient funds for such indemnity, defense or hold harmless in the Trust Fund.

If in the discretion of the Trust Fund Administrator the Trust Fund balance is inadequate to fund contract cities liabilities, the Auditor will advance from the County's funds amounts necessary to temporarily finance such liabilities.

City agrees, together with others who will be required to make like contributions, to contribute upon demand by the Trust Fund Administrator such sums as the Trust Fund Administrator determines are necessary to replenish the Trust Fund so that the County's funds may be reimbursed.

The Trust Fund shall reimburse the County's funds for all

such costs temporarily advanced on behalf of the Trust Fund with interest at County treasury rate within one calendar year from the date of the County's advance.

It is further understood that County may also utilize said fund for the purchase of commercial insurance and claims management services and for the payment of other costs to cover all or any part of County's exposures hereunder.

5. Indemnity from the Trust Fund

Utilizing the Trust Fund, County will undertake to investigate, defend and pay any losses, costs, settlement awards, judgments or expenses originating from claims or litigation based or alleged to be based upon the negligent or wrongful act or omission of County officers, agents or employees engaged in the performance of services for City pursuant to the service contracts.

County will not undertake this responsibility if the liability is based or alleged to be based upon the negligent or wrongful act or omission of City, its officers, agents or employees occurring during the performance of the service contracts. Where County contends that the City is partially responsible through its negligence or wrongful act or omission, County shall still undertake the responsibility herein imposed,

but County may, by written notification to City, reserve its right to claim indemnification from the City for that portion of the loss, cost, settlement, award or judgment attributable to the City's negligence or wrongful act or omission.

Except for its contribution to the Trust Fund, City will not be liable for defense costs or for holding County harmless from loss, costs, or expenses caused in whole or in part by the negligent or wrongful act or omission of County, its officers, agents and employees occurring during the performance of the services pursuant to the contracts.

6. Indemnity by City

a. Acts or Omissions

City will undertake to investigate, defend and pay any losses, costs, settlement awards, judgments, or expenses originating from claims or litigation based or alleged to be based in whole or in part upon the negligent or wrongful act or omission of City, its officers, agents or employees occurring during the performance of the service contracts.

b. Dangerous Conditions of City Property

When liability is based or alleged to be based on a dangerous condition of City property pursuant to §830

et. seq. of the Government Code (including, but not limited to, the plan or design of the City property), City shall assume liability and defend and hold County harmless from any loss, cost or expense caused by the negligent or wrongful act or omission of City, its officers, agents or employees.

c. Exception for Maintenance or Inspection of City Property

Where a duty is imposed on County pursuant to a service contract to provide maintenance or inspection services pertaining to City property, County shall utilize the Trust Fund to investigate, defend, and pay any losses, costs, settlement awards, judgments or expenses originating from claims or litigation allegedly based upon the existence of a dangerous condition of City's property as a result of the negligent or wrongful act or omission of County officers, agents or employees in the performance of such service contracts.

7. No Funding of City's Unilateral Settlements or Litigation

Should City agree, or stipulate or consent to the settlement of any claim or action, the making or entry of any judgment, order or other award for damages or for other relief against itself or any of its officers, agents or employees or against County or its officers, agents or employees in any proceeding or action authorized by law, involving a matter arising out of the performance by County pursuant to the service contracts, without the prior written consent thereto of County, then City agrees to indemnify, hold harmless and defend County from any loss, cost or expense sustained by County arising from such claim, judgment or other award irrespective of the legal basis upon which liability may be imposed by such claim or action, including liability of County under the provision of §895.2 of the Government Code.

8. Cooperation in Assumption of Liability

City and County agree to fully cooperate and assist each other in all matters relating to losses covered by the terms of this agreement.

More specifically, but not limited thereby, each party will:

(a) In the event of a claim or suit or an occurrence likely to involve a claim or suit covered by this agreement, give prompt

written notice to the other party. Written notice shall contain the name and address of the person or organization sustaining injury or damage, and of any witnesses, as well as the time, place and circumstances of the occurrence.

(b) If claim is made or suit is brought against a party on occurrences covered or likely to be covered by the terms hereof, such party shall immediately forward every claim, demand, notice, summons or other process received by it to the other party.

c) Cooperate with the other party and, upon the other party's request assist in the processing of suits and enforcing any right of contribution or indemnity against any person or organization who may be liable to the other party for injury or damage covered by this agreement; attend upon request hearings and trials, assist in securing and giving of evidence and obtaining the attendance of witnesses.

9. Participation in Litigation

Any party may at its own cost participate in the defense of any suit, or in the prosecution of any appeal affecting matters herein involved where the duty of defense or prosecution is imposed on the other party, and where the other party has consented thereto.

10. Application of Agreement to Other Agreements

This agreement shall apply to and shall be deemed to be a part of all agreements now existing or hereafter entered into including amendments, renewals, or other extensions thereof, wherein City and County have contracted under circumstances wherein the liability of City and County is joint and several under §895.2 of the Government Code of the State of California.

11. Control over Prior Agreements

Any references in service contracts to the "Assumption of Liability Agreement" shall be deemed to be to this Agreement.

The provisions of this agreement shall supersede and control over any other provisions inconsistent herewith in any such contract, and control future agreements between the parties hereto unless by specific reference therein this Joint Indemnity Agreement is made inapplicable.

12. Termination of Agreement

This agreement shall continue during the term of any service contract between City and County unless:

(a) County elects to terminate this agreement upon thirty days written notice to City.

(b) Upon County's election, if City fails to cooperate with County as required by this agreement.

(c) Upon County's election if City authorizes any judgment, order or other award for damages without the consent of County in violation of the terms and provisions of this agreement.

(d) Upon County's election in its absolute discretion to terminate this Joint Indemnity Agreement as to all cities having such service contracts with County.

On the termination of this agreement, City shall not be entitled to return of any consideration paid by it towards the Trust Fund. Termination of this agreement shall not relieve City of its obligation to make contributions as required by Paragraph 4.

13. Termination of Service Contracts Between
County and City

On termination by City of service contract with County or termination of said contract by County for any cause, County and/or City shall continue to defend, indemnify and hold harmless the other party for all claims and losses pursuant to the terms of this agreement arising prior to the effective date of said termination.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officers the day and year hereinafter set forth.

CITY OF

By _____
Mayor

ATTEST this ____ day of ____, 1991

By _____
City Clerk

COUNTY OF LOS ANGELES

By _____
Chairman, Board of Supervisors

ATTEST this ____ day of ____, 1991

LARRY J. MONTEILH
Executive Officer
Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

DE WITT W. CLINTON
County Counsel

By _____
Deputy
9-12.JIA

COUNTY-CITY SPECIAL INDEMNITY AGREEMENT

THIS AGREEMENT ("Agreement"), dated for reference purposes on the ____ day of _____, 2009, is made and entered into between the County of Los Angeles, hereinafter referred to as the "County," and the Cities identified in Recital G below, hereinafter cumulatively referred to as the "Cities."

RECITALS

A. Cities, and each of them, and County have heretofore contracted for the performance of law enforcement services to be provided by the County, its officers, agents and employees, known as "Municipal Law Enforcement Services Agreements" which contracts the parties may in the future extend, renew and amend, and enter into other and further contracts for the performance of such services (hereinafter referred to as "MLESA"); and

B. Cities and County have heretofore contracted for the indemnification of the Cities by the County, utilizing the Liability Trust Fund ("LTF") for the acts and omissions committed by the County's employees in the course and scope of providing services under the MLESA agreements, more particularly described as the Joint Indemnity Agreements or Assumption of Liability Agreements (hereinafter referred to as "Joint Indemnity Agreements") which have remained in full force and effect to the present time; and

C. In accordance with the Joint Indemnity Agreements, the County established the LTF, as provided in those agreements. In accordance with the Joint Indemnity Agreements, the Cities, and each of them, are required

to pay monies into the LTF. The monies in the LTF are used to reimburse the County for claims, losses, costs and expenses it incurs for which indemnification is provided in the parties' MLESA and/or Joint Indemnity Agreements; and

D. The County withdrew sums from the LTF for the purpose of reimbursing itself for its payment of settlement of claims related to sexual assaults committed by a deputy sheriff (Gonzales) in the years 2002 and 2003 (the "Claims"); and

E. A dispute has arisen between the parties regarding the circumstances under which the County may utilize the funds in the LTF for claims arising from sexual assaults committed by deputy sheriffs employed by the County ("Sexual Assaults"); and

F. The parties desire to continue the Joint Indemnity Agreements and MLESA agreements, as amended, modified and supplemented from time to time. As further consideration to the Cities, the County is willing to reimburse the LTF for a portion of the sums that are used or may be used by it from the LTF for claims, losses, costs or expenses arising out of certain Sexual Assaults, as defined in Section 2 below, occurring in the performance of the MLESA agreements on the terms and in the manner provided in this Agreement.

G. The Cities that are a party to this Agreement are as follows:

City of Agoura Hills
City of Artesia
City of Avalon

City of Bellflower
City of Bradbury
City of Calabasas

City of Carson
City of Cerritos
City of Commerce
City of Compton
City of Diamond Bar
City of Duarte
City of Hawaiian
Gardens
City of Hidden Hills
City of Industry
City of La Canada
City of La Habra Heights
City of La Mirada
City of La Puente
City of Lakewood
City of Lancaster
City of Lawndale
City of Lomita
City of Lynwood

City of Malibu
City of Norwalk
City of Palmdale
City of Paramount
City of Pico Rivera
City of Rancho Palos
Verde
City of Rolling Hills
City of Rolling Hills
Estate
City of Rosemead
City of San Dimas
City of Santa Clarita
City of South El Monte
City of Temple City
City of Walnut
City of West Hollywood
City of Westlake Village

NOW, THEREFORE, for good and valuable consideration, receipt of which is acknowledged, it is mutually agreed as follows:

AGREEMENT

1. Effective Date.

This Agreement shall be effective as of July 1, 2009. The foregoing notwithstanding, this Agreement shall apply to any claims notice of which is first given to the Liability Trust Fund Oversight Committee after the effective date of this agreement, regardless of the date of occurrence. For purposes of this Agreement "notice" shall mean notification to the Chief Executive Officer of the California Joint Powers Insurance Authority and the Executive Director of the California Contract Cities Association, unless otherwise instructed in writing.

2. Indemnity by the County to the City.

The parties agree that the maximum liability of the LTF for any losses, claims, costs or expenses related to certain Sexual Assaults, as herein below defined, by deputies or other peace officers in the employ of the County shall be one-half (1/2) of any settlement, judgment or award for such assaults and the costs of defense, including attorneys fees, for such claims or lawsuits. In the event that a withdrawal is made by the County from the LTF for any liability related to certain Sexual Assaults by deputies or other peace officers, as herein below defined, the County shall reimburse the LTF, or, in the event that it has not made a withdrawal of funds from the LTF it shall assume the responsibility to pay from its own funds, one-half (1/2) of any amounts necessary to satisfy any judgment, award or settlement not otherwise covered by insurance, if there is any, together with costs of defense, including attorneys fees, under the following circumstances:

- a. A felony judgment of criminal conviction is entered in a state or federal court based upon the same facts as the claim; and
- b. The felony judgment of criminal conviction is based upon an act of rape, sodomy, oral copulation or other sexual penetration of a person;

For purposes of calculating the amount that the County is obligated to pay into the LTF under this Agreement, any amount paid by an insurance carrier directly to a claimant on a claim which is subject to this Agreement shall not be deemed to have been paid from the LTF.

For purposes of calculating the amount that the County is obligated to pay into the LTF under this Agreement, any amount paid from the LTF on a claim

which is subject to this Agreement but which is reimbursed to the LTF by an insurance carrier shall not have been deemed paid from the LTF.

Nothing herein creates an obligation upon the Cities, or any of them, or any other entity to acquire, have or maintain any policy of insurance.

3. Term of and Application to Other Agreements.

This Agreement shall apply to all MLESA agreements now existing or hereafter entered into, including amendments, renewals or other extensions thereof. This Agreement shall serve to supplement the Joint Indemnity Agreements with respect to the single subject matter addressed herein.

Nothing herein shall be deemed to change, modify, alter, amend, or substitute any term, right, obligation or condition set forth in an MLESA, as amended or modified, from time to time.

4. Termination of Service Contracts Between County and Cities.

This Agreement shall continue in effect until the last of any MLESA or similar agreement is lawfully terminated in accordance with its terms. Such termination shall not relieve County or City for any obligations set forth in such MLESA agreement relating to obligations upon termination of such agreement and this Agreement to any claims related to a Sexual Assault.

5. Release of the Claims.

The Cities and each of them hereby waive, release and relinquish any claim they may have for the reimbursement of the sums withdrawn by the County with respect to the Claims. The County hereby waives, releases and relinquishes any right or claim it may have for reimbursement of any sums it has or may have

paid or incurred with regard to any Sexual Assault occurring prior to the effective date of this Agreement.

6. Further Assurances.

Each of the parties hereto agrees to execute and deliver any and all additional papers and documents, and to do any and all acts reasonably necessary in connection with the performance of its obligations hereunder and to carry out the intent of the parties hereto.

7. Non-Admission of Liability.

Each of the parties hereto agrees that nothing contained or incorporated herein shall be deemed as an admission of liability with respect to any matter, thing, or dispute whatsoever.

8. Entire Agreement.

This Agreement with regard to the use of LTF funds by the County for claims arising out of Sexual Assaults, and the other agreements between the parties referenced herein, shall constitute the entire agreement between the parties hereto with respect to the subject matter hereof, and shall supersede all prior and contemporaneous agreements, representations of the parties concerning the subject matter hereof and the terms applicable thereto.

9. Amendment.

This Agreement may not be supplemented, modified or amended in any manner, except by an instrument in writing stating that it is a supplement, modification or amendment of this Agreement and signed by each of the parties hereto.

10. Waiver.

No waiver of any of the provisions of this Agreement shall be deemed or constitute a waiver of any other provision, whether or not similar, nor shall any wavier constitute a continuing wavier. No waiver shall be binding unless executed in writing by the party making the waiver.

11. Counterparts.

This Agreement may be executed by one or more separate counterparts, each of which, when so executed shall together constitute one and the same instrument. A copy transmitted electronically or by facsimile shall be deemed effective as an original.

12. Captions.

The captions appearing in this Agreement are descriptive only and for convenience of reference. Should there be any conflict between any such caption and the terms of this Agreement, the latter shall control and govern the construction of this Agreement.

13. Constructions and Interpretation.

The parties have participated equally in the preparation of this Agreement, which shall be construed and interpreted simply and fairly and not strictly for or against any party.

14. Recitals.

The Recitals set forth in this Agreement are incorporated herein by reference and made a part hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their fully authorized officers the day and year hereinafter set forth.

COUNTY OF LOS ANGELES

By _____
DON KNABE
Chairman, Board of Supervisors

ATTEST:
SACHI HAMAI
Executive Officer-Clerk
Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:
ROBERT E. KALUNIAN
Acting County Counsel

By _____

(Signatures continued)

CITY OF AGOURA HILLS

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF ARTESIA

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF AVALON

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF BELLFLOWER

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF BRADBURY

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF CALABASAS

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF CARSON

By _____

MAYOR

ATTEST:

By _____

City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF CERRITOS

By _____

MAYOR

ATTEST:

By _____

City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF COMMERCE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF COMPTON

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued

CITY OF DIAMOND BAR

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF DUARTE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF HAWAIIAN GARDENS

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF HIDDEN HILLS

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF INDUSTRY

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF LA CANADA

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY-

By _____

(Signatures Continued)

CITY OF LA HABRA HEIGHTS

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF LA MIRADA

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF LA PUENTE

By _____

MAYOR

ATTEST:

By _____

City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF LAKEWOOD

By _____

MAYOR

ATTEST:

By _____

City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF LANCASTER

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF LAWNSDALE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF LOMITA

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF LYNWOOD

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF MALIBU

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF NORWALK

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF PALMDALE

By _____

MAYOR

ATTEST:

By _____

City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF PARAMOUNT

By _____

MAYOR

ATTEST:

By _____

City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures Continued)

CITY OF PICO RIVERA

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF RANCHO PALOS VERDE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures continued)

CITY OF ROLLING HILLS

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF ROLLING HILLS ESTATE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures continued)

CITY OF ROSEMEAD

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF SAN DIMAS

By Curtis W Morris

MAYOR

ATTEST:

By Sharon
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By Heather

(Signatures continued)

CITY OF SANTA CLARITA

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF SOUTH EL MONTE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures continued)

CITY OF TEMPLE CITY

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF WALNUT

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

(Signatures continued)

CITY OF WEST HOLLYWOOD

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

CITY OF WESTLAKE VILLAGE

By _____

MAYOR

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
CITY ATTORNEY

By _____
(End)



ITEM: 14.C

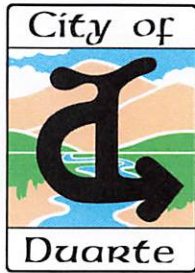
Cannabis Retail Dispensaries and Tax Ballot Measure

Recommended Action:

Discuss and provide direction to City staff regarding whether to prepare a ballot measure allowing up to two retail cannabis dispensaries in the City and authorize a tax on gross receipts of up to 10%.

Attachments:

[14.C - Staff Report - Cannabis Retail Dispensaries and Tax Ballot Measure.pdf](#)



AGENDA REPORT

MEETING DATE: June 11, 2024
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, City Manager
BY: Thai Viet Phan, City Attorney
SUBJECT: Cannabis Retail Dispensaries and Tax Ballot Measure
RECOMMENDATION: City Staff recommends that the City Council discuss and provide direction to City staff regarding whether to prepare a ballot measure allowing up to two retail cannabis dispensaries in the City and authorize a tax on gross receipts of up to 10%
FISCAL IMPACT: There is no estimated cost associated with this direction. However, placing a measure on the November 5, 2024, ballot is estimated to cost \$78,900

BACKGROUND

In the spring of 2023, the City received a citizens' petition entitled "*the Initiative to Legalize and Regulate Certain Commercial Cannabis Businesses in the City of Duarte*" ("the initiative"). The initiative would amend Chapter 5.91 of the City of Duarte Municipal Code (CDMC) to allow up to five (5) retail cannabis businesses within the City. These businesses would be allowed by right within certain zoning designations, subject to certain setback requirements from designated sensitive uses.

Among other provisions, the initiative would have allowed up to five (5) storefront retail cannabis dispensaries in various zones in the City, including in the Duarte Town Center, and included detailed application requirements, but permits would require only ministerial approval by the City Manager.

In July 2023, the City engaged with HdL Companies to analyze the initiative and provide further information for City Council consideration. In the fall of 2023, the City engaged in discussions with the initiative proponent's legal representative and the proponent withdrew their petition.

On February 13, 2024, HdL Companies and City staff presented information to the City Council regarding the impacts of the initiative (had the proponents moved forward or in the event the proponent circulates a new petition), the results of a survey regarding residents' impressions involving cannabis, and options for consideration.

On May 14, 2024, HdL Companies and City staff provided follow-up information at a special workshop, pursuant to City Council request. At the workshop, the City Council directed City staff

to return, at the next City Council meeting, with options for a potential ballot measure that may be placed before the voters.

On May 28, 2024, the City Council continued this item for further discussion at the June 11, 2024, City Council meeting.

DISCUSSION/ANALYSIS

The City Council's direction at the May 2024 workshop was for City staff to return with ballot measure language regarding potential authorization of storefront retail cannabis dispensaries and tax limits. The City Attorney's Office conducted a review of various jurisdictions and their cannabis measures and has provided two (2) potential questions for City Council consideration.

Both options would allow, but not require, the City Council to adopt an ordinance permitting storefront retail sales cannabis dispensaries in the City and to tax sales up to 10%. By allowing the City Council to adopt an ordinance after passage of the ballot measure, City staff will have more opportunity to collaborate and potentially engage with a consultant to establish a regulatory scheme that best fits the needs of the City and the City Council's direction.

Additionally, these measures are general tax measures that only require majority approval by voters. If the City Council seeks to limit the ways in which the revenue generated by these measures are used, the City Council can state as such in the measure. Such a change would establish these measures as special tax measures, requiring two-thirds approval by voters.

Draft Option 1:

Shall the City of Duarte adopt an ordinance to permit up to two (2) storefront retail sales cannabis dispensaries that taxes cannabis businesses up to 10% of gross receipts?

Option 1 would allow the City Council to permit only up to two (2) storefront retail dispensaries in the City. Thus, if the City Council would like to expand the number of stores in the future, a new ballot measure would be required.

Draft Option 2:

Shall the City of Duarte adopt an ordinance that taxes cannabis businesses up to 10% of gross receipts?

Option 2 does not limit the number of storefront retail dispensaries that may be allowed by the City Council. Therefore, the City has flexibility in determining how many dispensaries it may allow and can amend such permits, if necessary, in the future.

Due to the deadlines set by state law and the Los Angeles County Registrar of Voters, City staff recommends that the City Council provide direction to City staff regarding whether to draft the necessary resolutions to place one of these measures (or other language) on the November 5, 2024, ballot so that City staff can return by no later than the June 25, 2024, meeting for City Council adoption.

It should be noted that whether or not the City Council places a cannabis measure on the November 2024 general election ballot, the initiative proponents may return with their own

initiative in the future. If they receive enough signatures to mandate an election, the election would take place at the next general election not less than 88 days after the City Council's call for an election, which may not be until November 2025.

RECOMMENDATION

City staff recommends that the City Council discuss and provide direction to City staff regarding whether to prepare a ballot measure allowing up to two (2) retail cannabis dispensaries in the City and authorize a tax on gross receipts of up to 10%.

FISCAL IMPACT

There is no estimated cost associated with this direction. However, placing a measure on the November 5, 2024, ballot is estimated to cost \$78,900.